Course Equivalency Management System Training for Institutional Coordinators

Webinar

Ohio | Department of Higher Education

OhioHigherEd.org

Articulation and Transfer Research

Ohio Department of Higher Education

OhioHigherEd.org

Ohio's Credit Transfer

2011 Student Transfers

42,998

Undergraduates transferred within the University System of Ohio

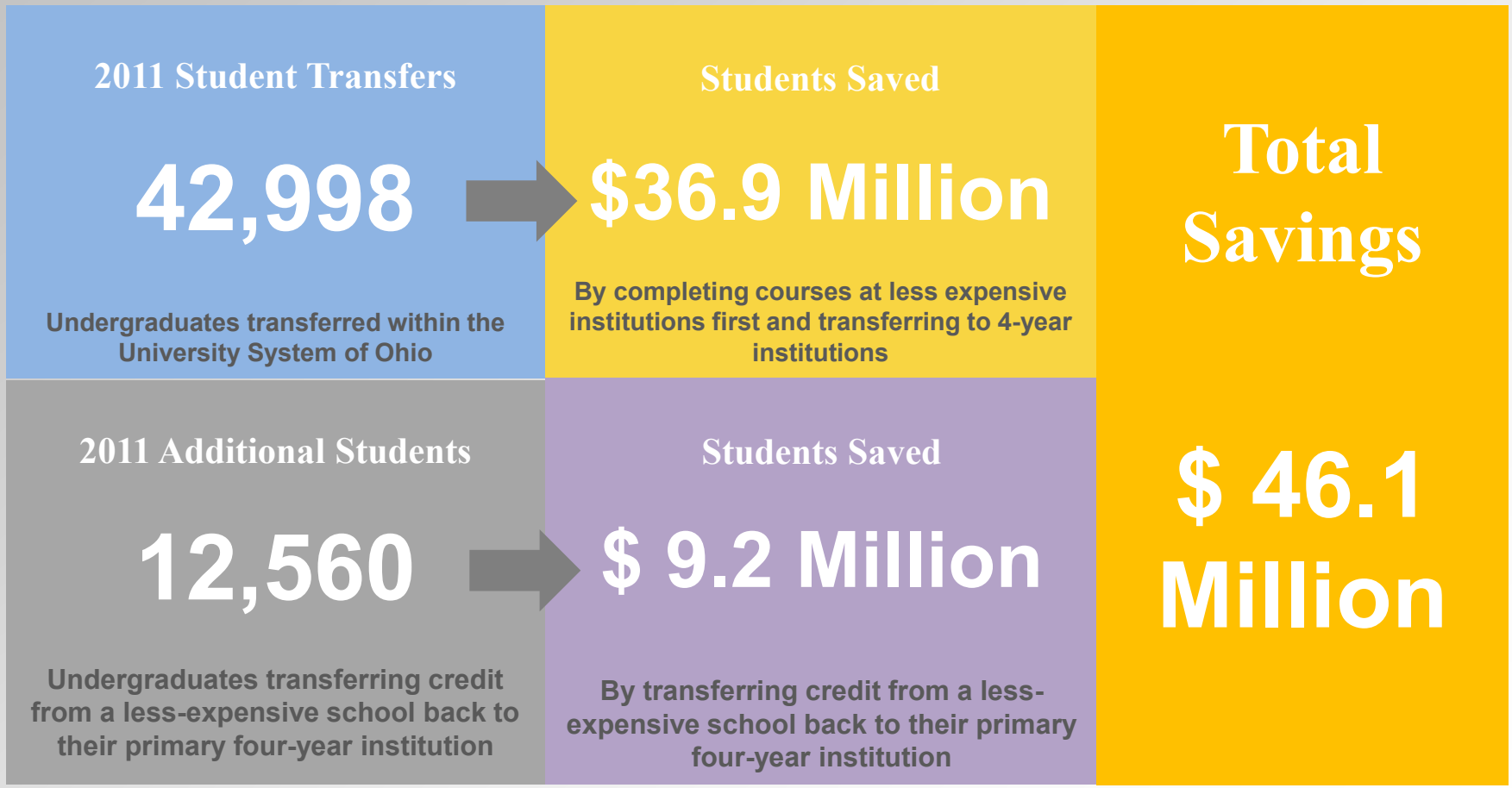
Student Transfers Increased

⬆43.4%

From FY2002 to FY2011

source: http://www.ohiohighered.org/transfer/research
(Facts at a Glance - PPT)

Ohio's Credit Transfer



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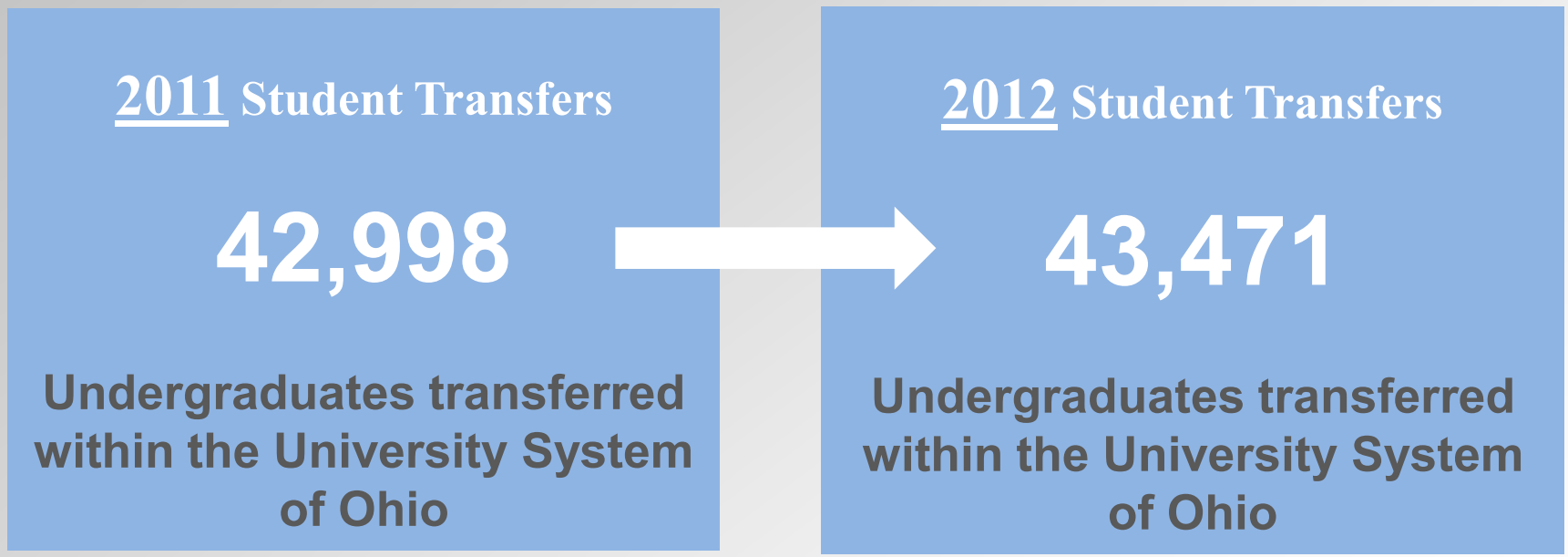
Ohio's Credit Transfer



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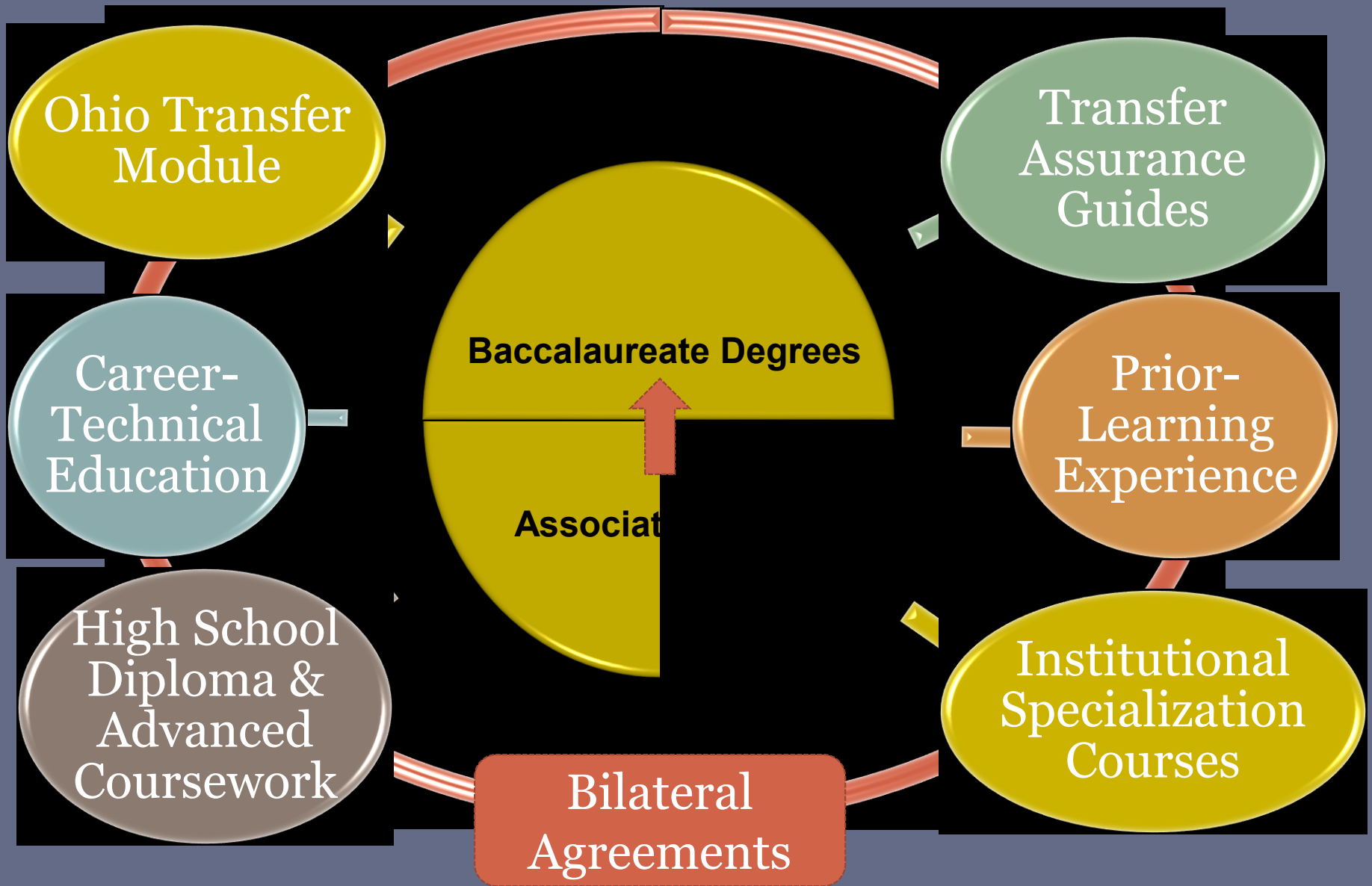
(Facts at a Glance - PPT)

Mobility Magnet
(Attract – Retain – Graduate)



Understanding Course Equivalency

An Overview

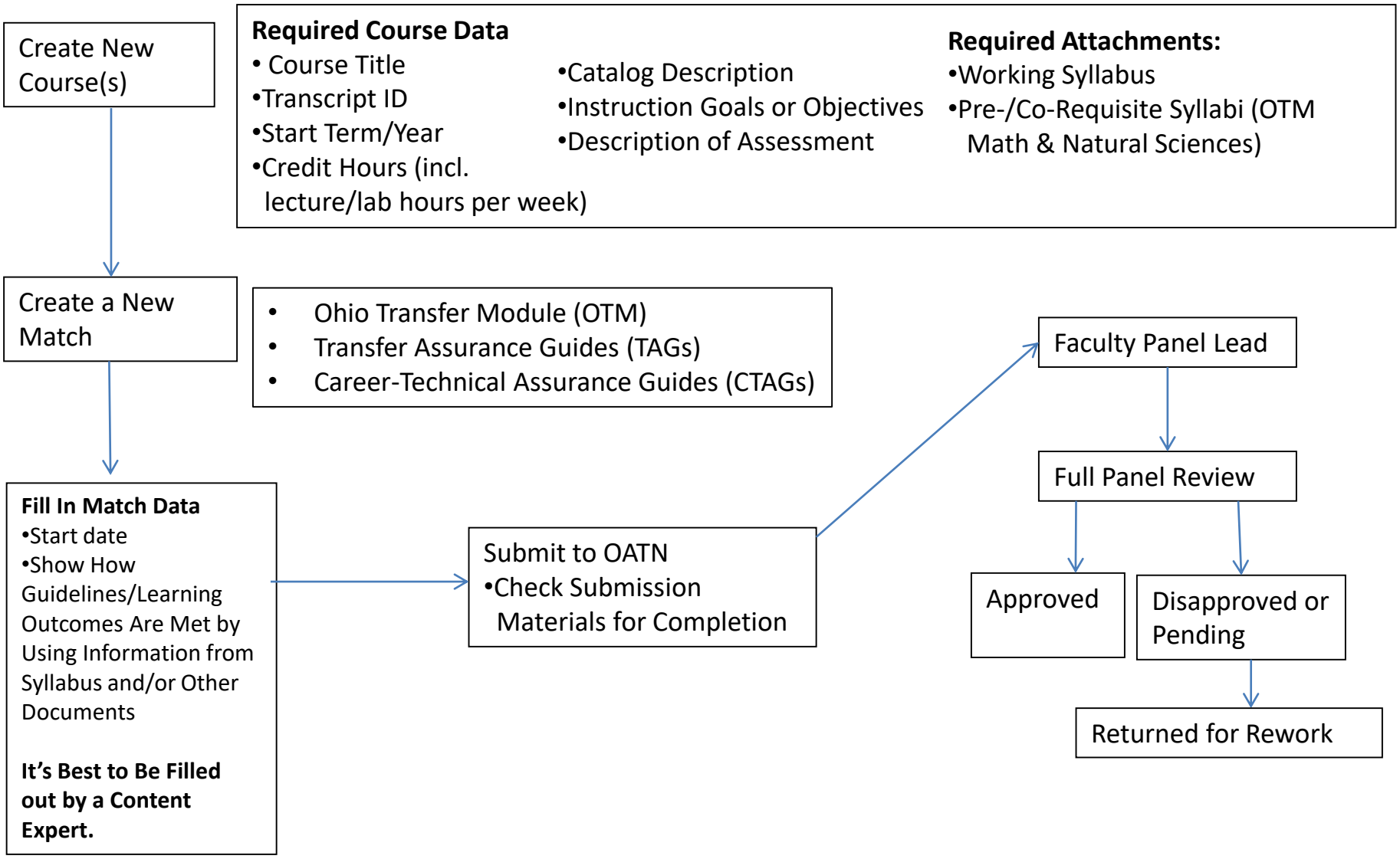
Five Steps to Course Equivalency

1. **Defining** – Joint faculty panels meet to define learning outcomes and credit hour ranges.
2. **Agreeing** – Educational partners reach consensual agreement on the learning outcomes via a statewide feedback process.
3. **Matching** – Institutions match courses to learning outcomes and credit hour ranges.
4. **Submitting** – Institutions submit specific course materials based on learning outcomes and credit hour ranges.
5. **Reviewing** – Faculty review panels validate course materials against learning outcomes, recommended credit hour ranges, and other requirements.

What Qualifies a Match for Approval?

- The course must meet at all of the required learning outcomes and at least 70% of all of the learning outcomes of a course
- Credit hours should be taken into account as well because they are commonly viewed as an indicator of breadth and depth.
- The match must also meet any other requirements including co-/pre-requisite, laboratory hours, and textbooks.

Process for Standard Review Including Course Inventory Creation and Match Submission



Course Equivalency Management System (CEMS)

APEX VERSION 1.0

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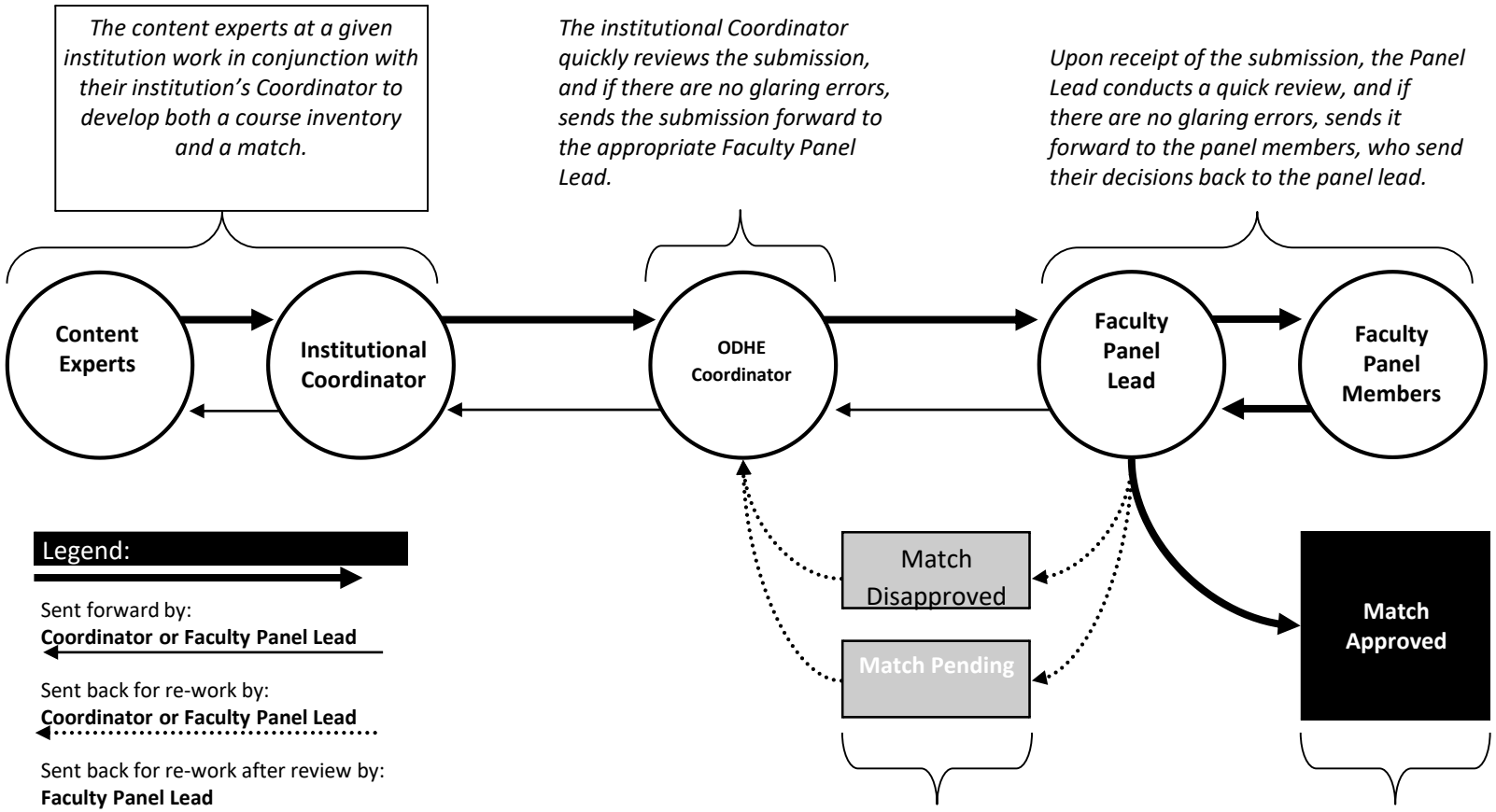
Step-by-Step Review Process in CEMS

Institutional Coordinator Users

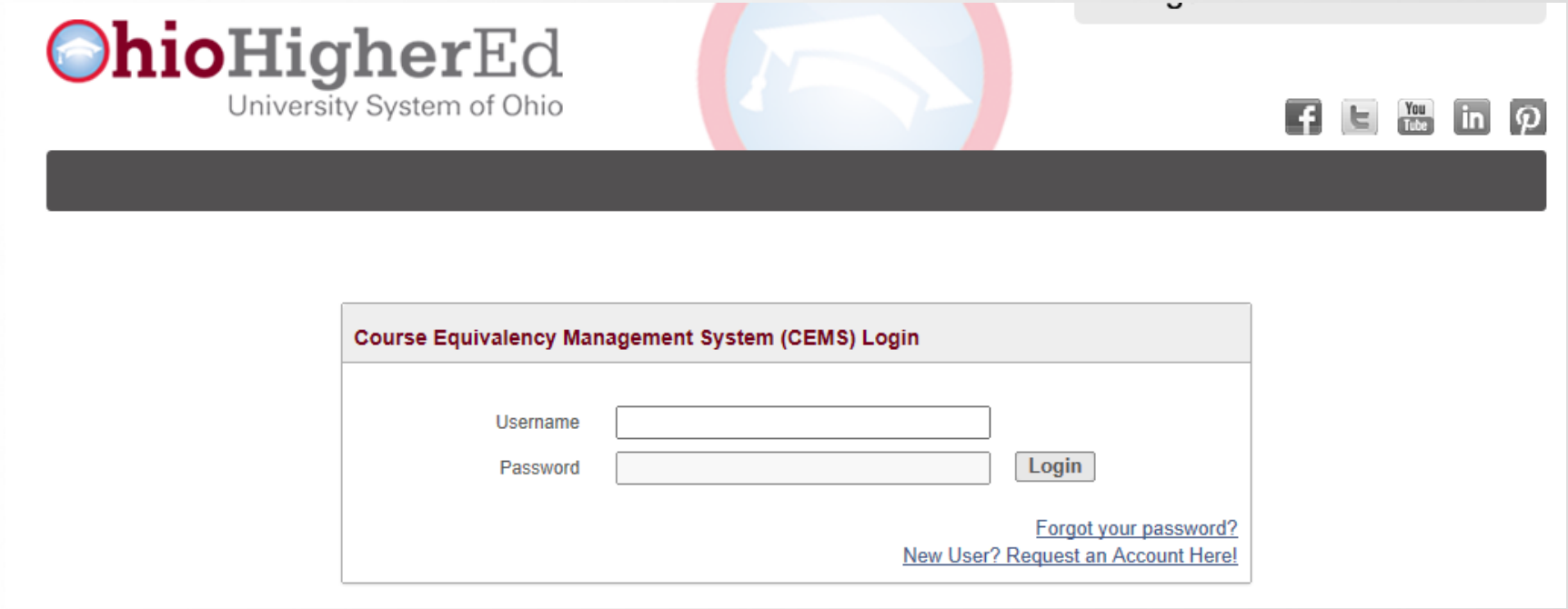
CEMS WORKFLOW



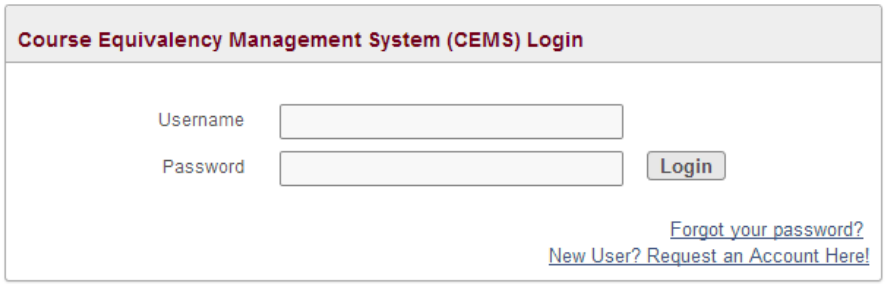
Institutional Coordinator Users

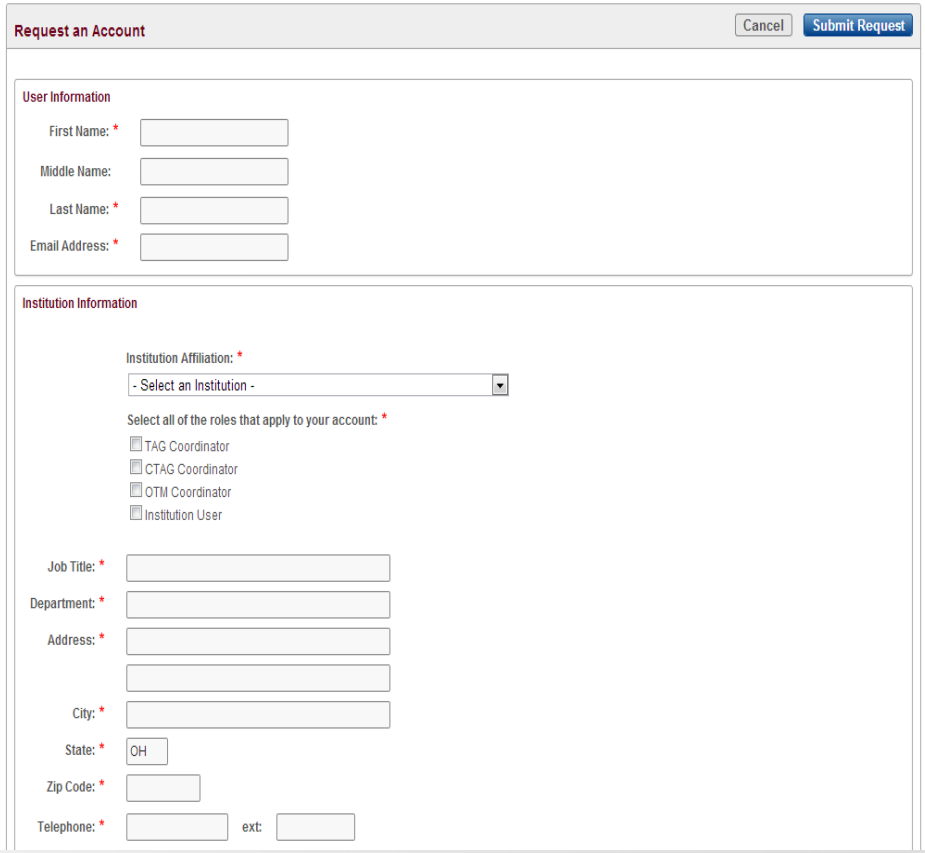
- Overview
- Guided Steps
- Discussion

Login


OhioHigherEd
University System of Ohio
Course Equivalency Management System (CEMS) Login
Username
Password
Login
Forgot your password?
New User? Request an Account Here!

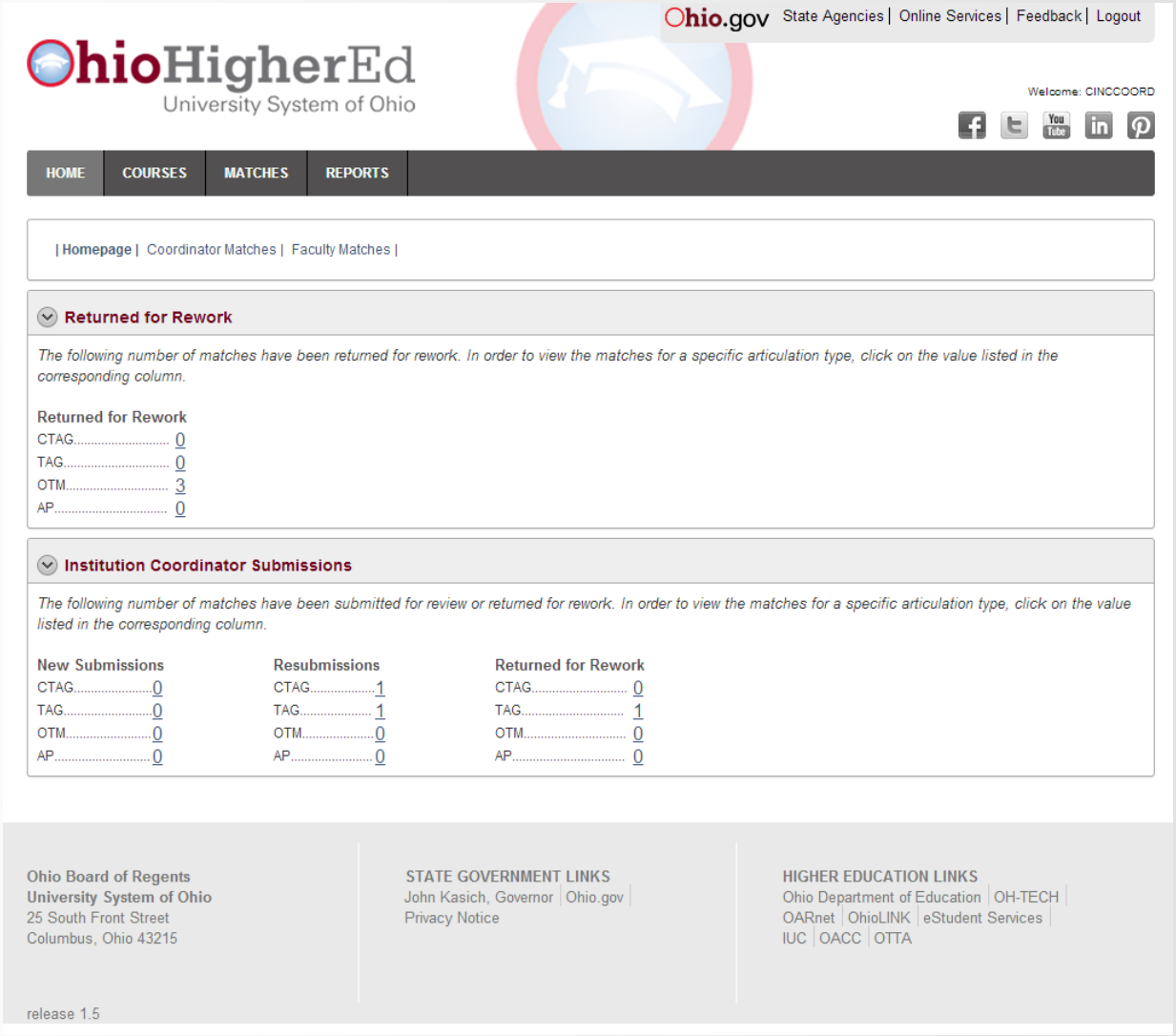
Request an Account



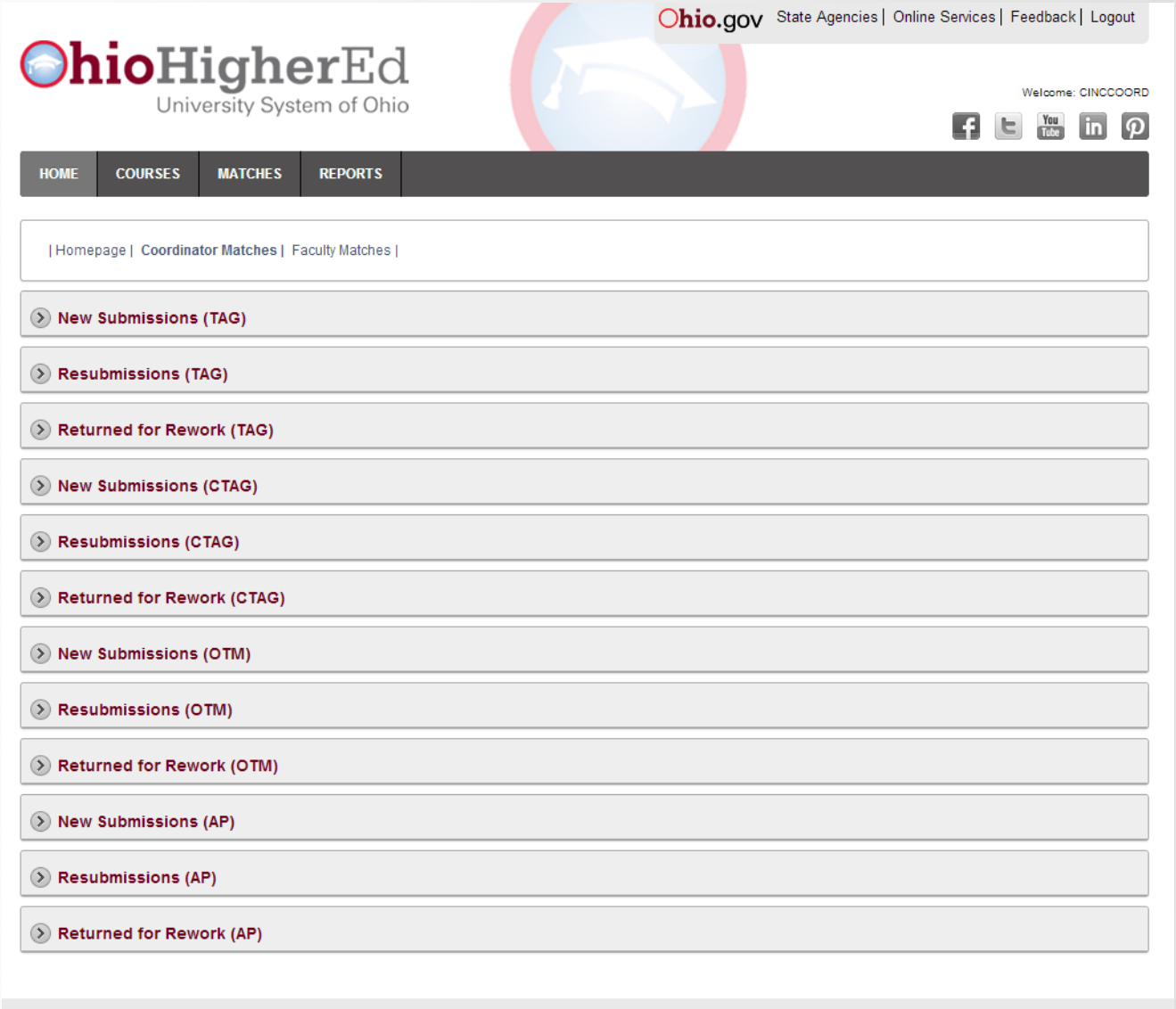


Password Recovery

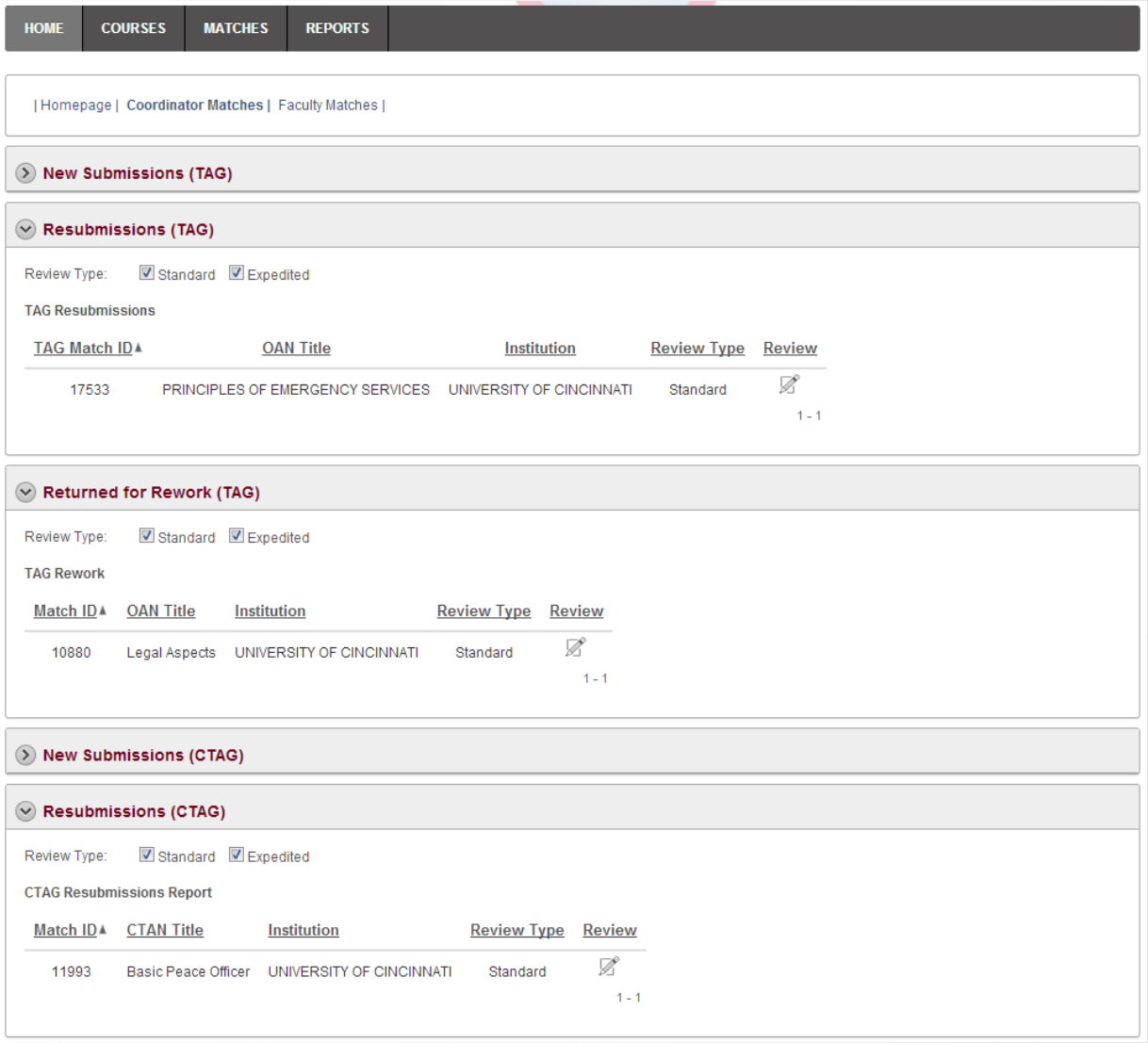
Institutional Coordinator User Main Page



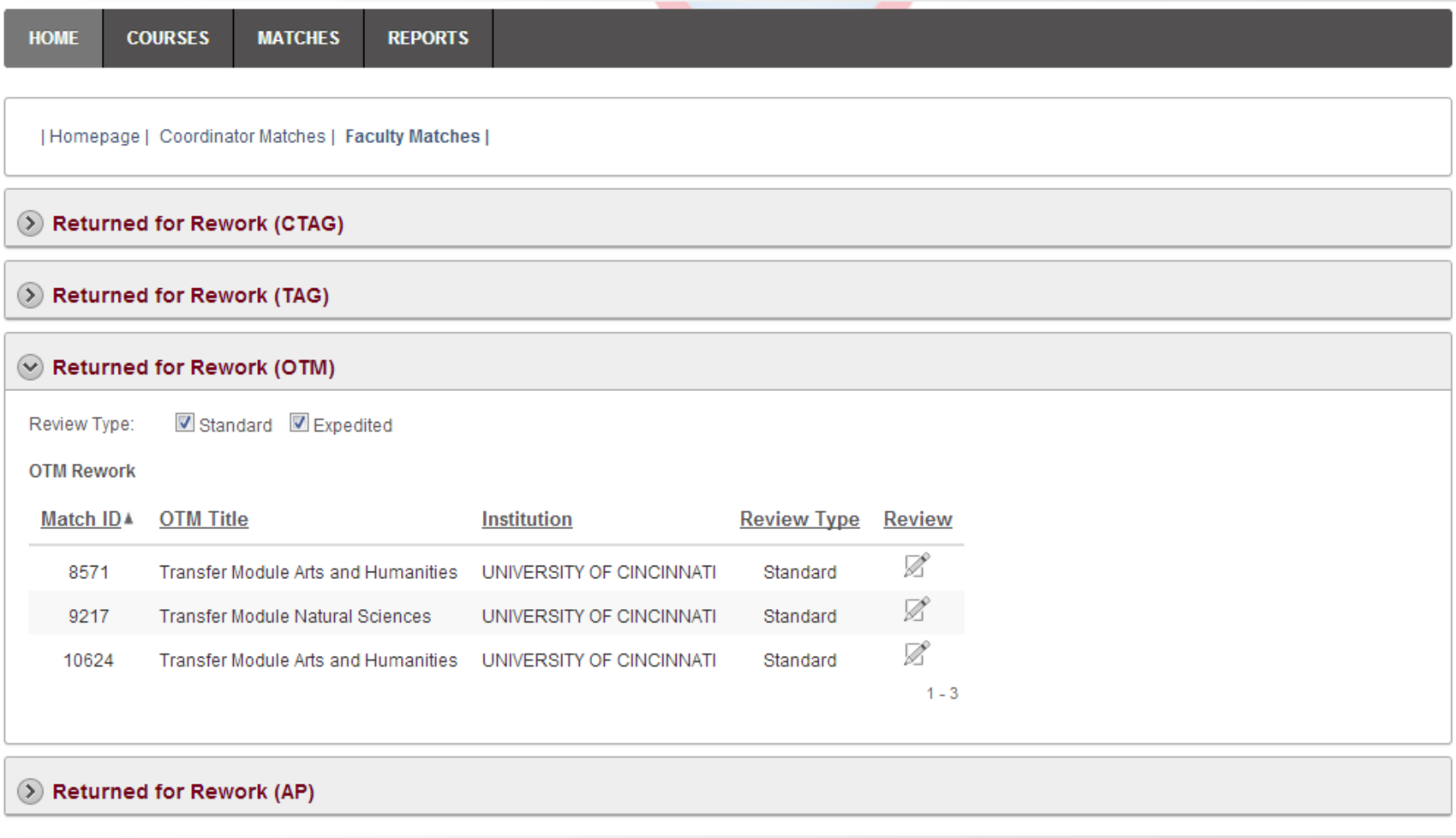
Coordinator Matches



Coordinator Matches Breakdown



Faculty Matches



Course Overview

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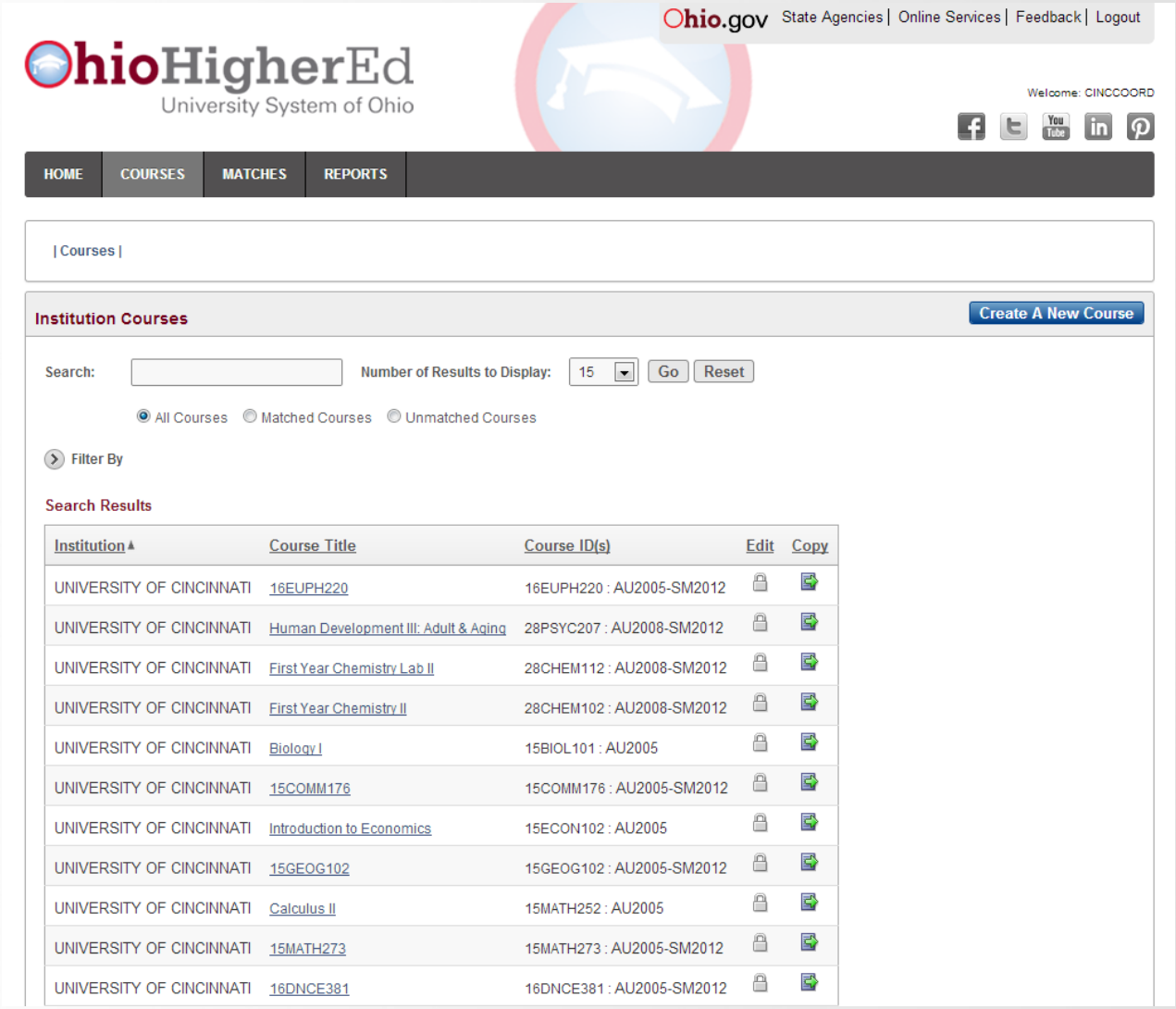
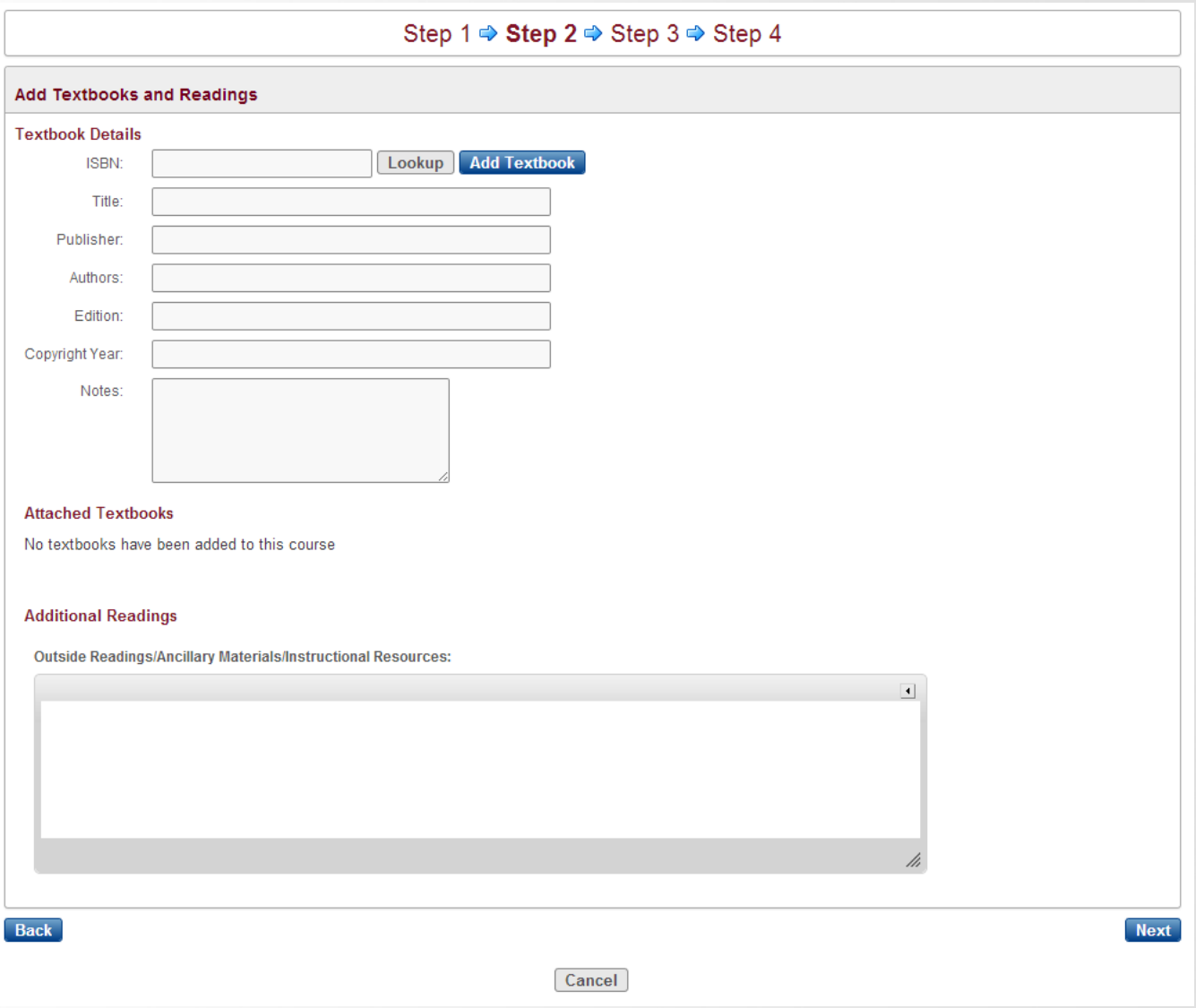


Create a Course

Create a Course



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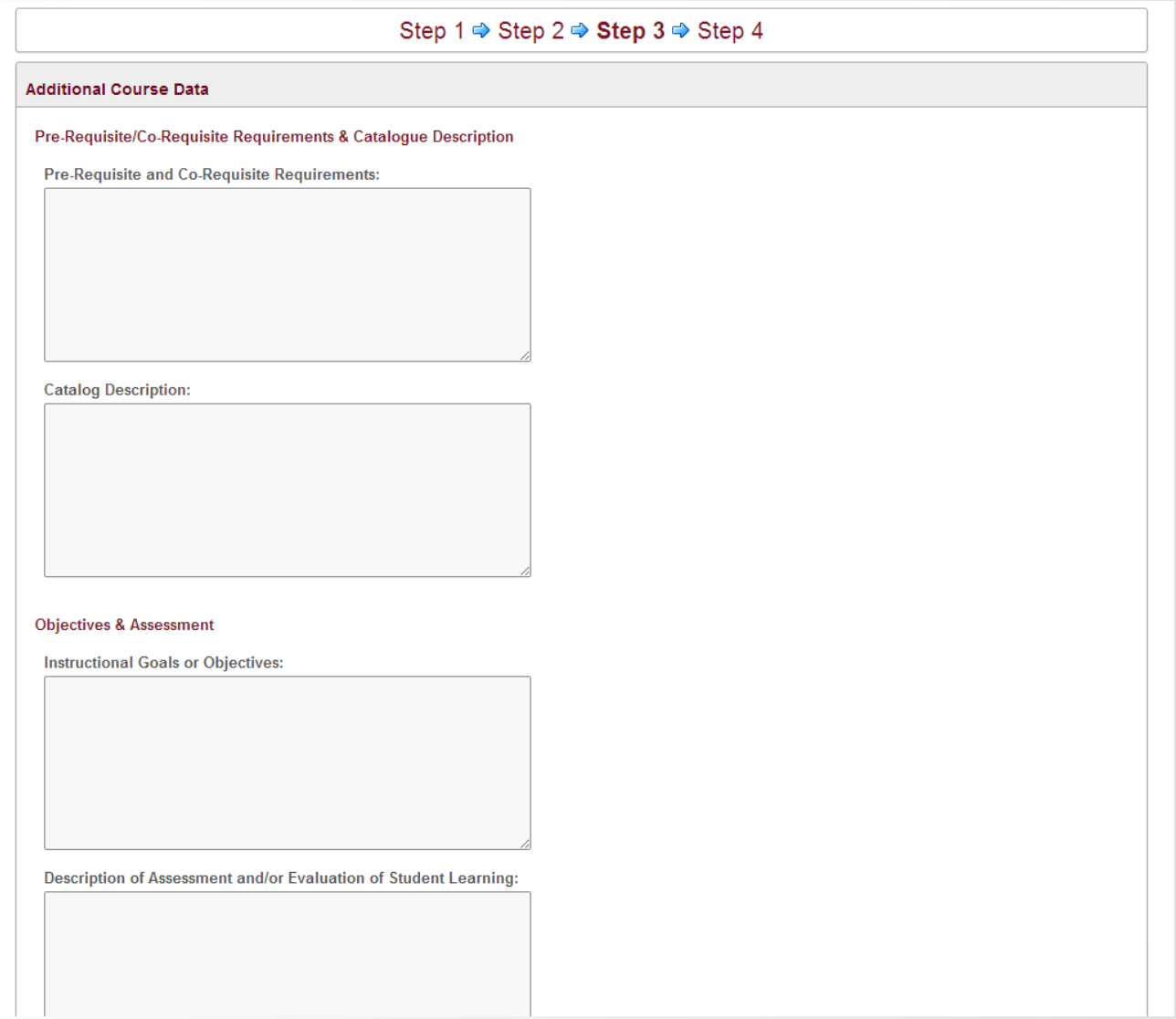

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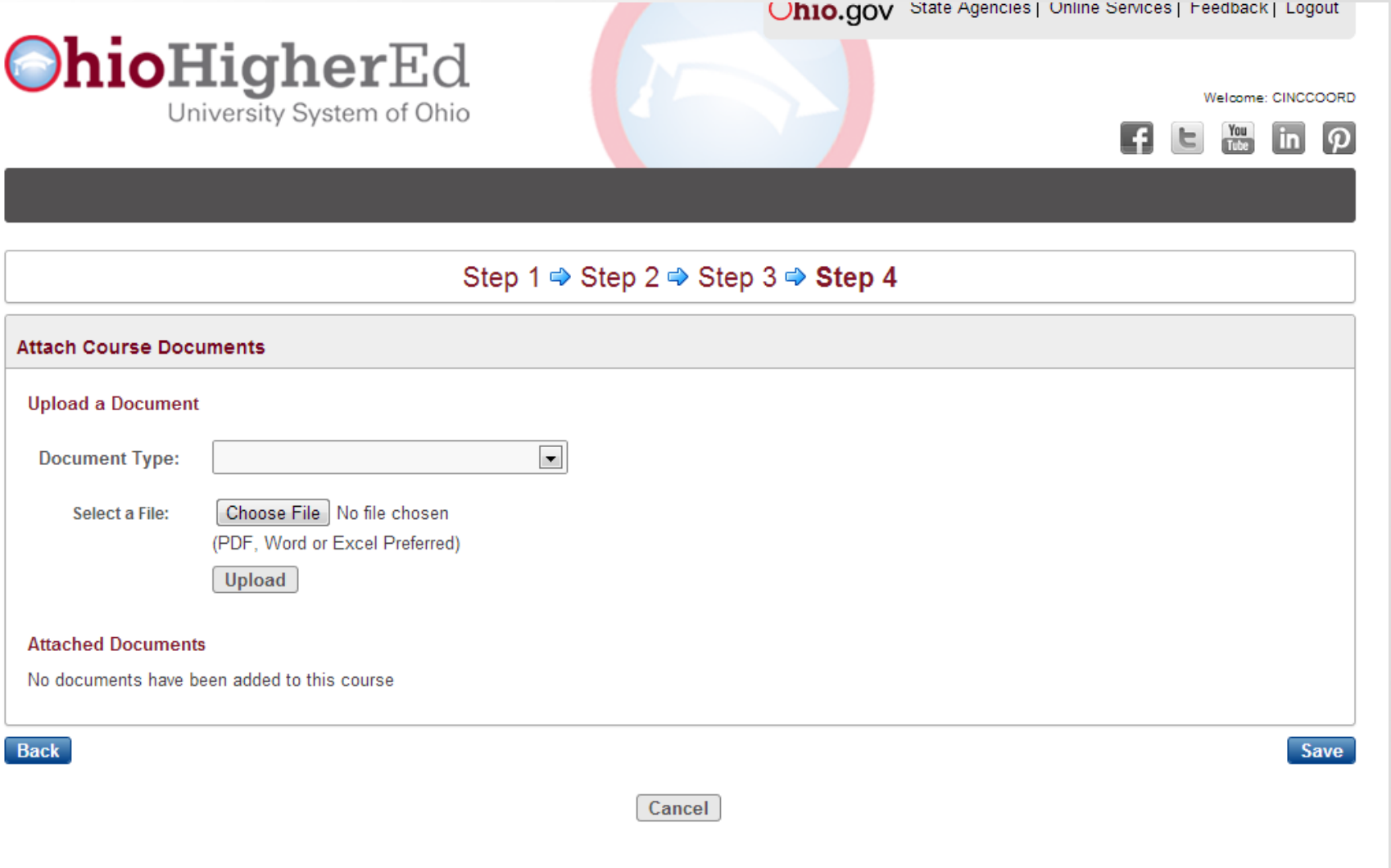
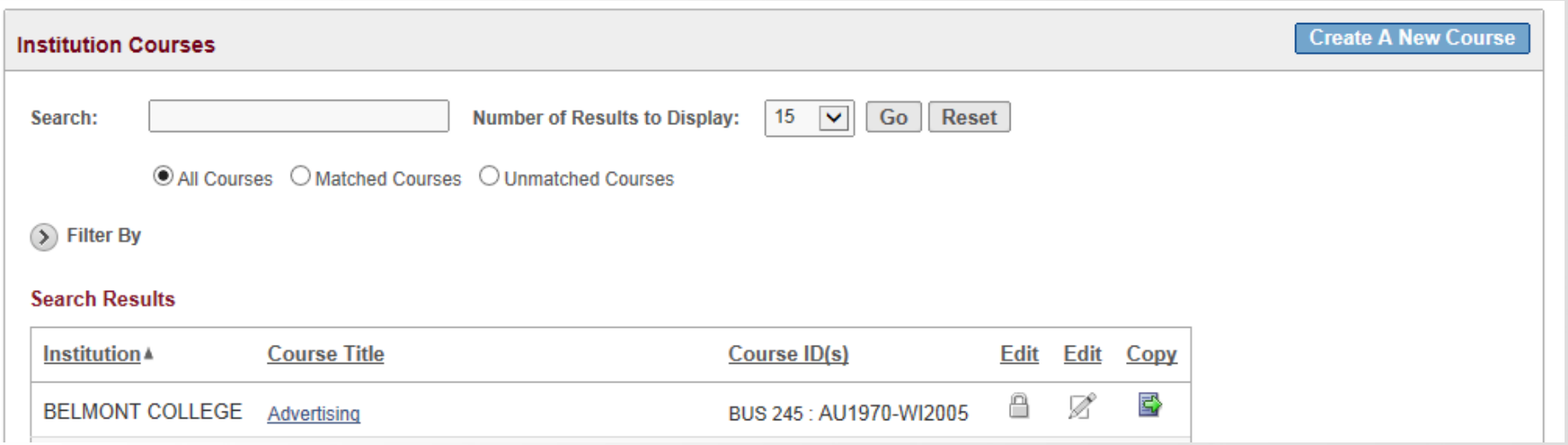


Edit a Course



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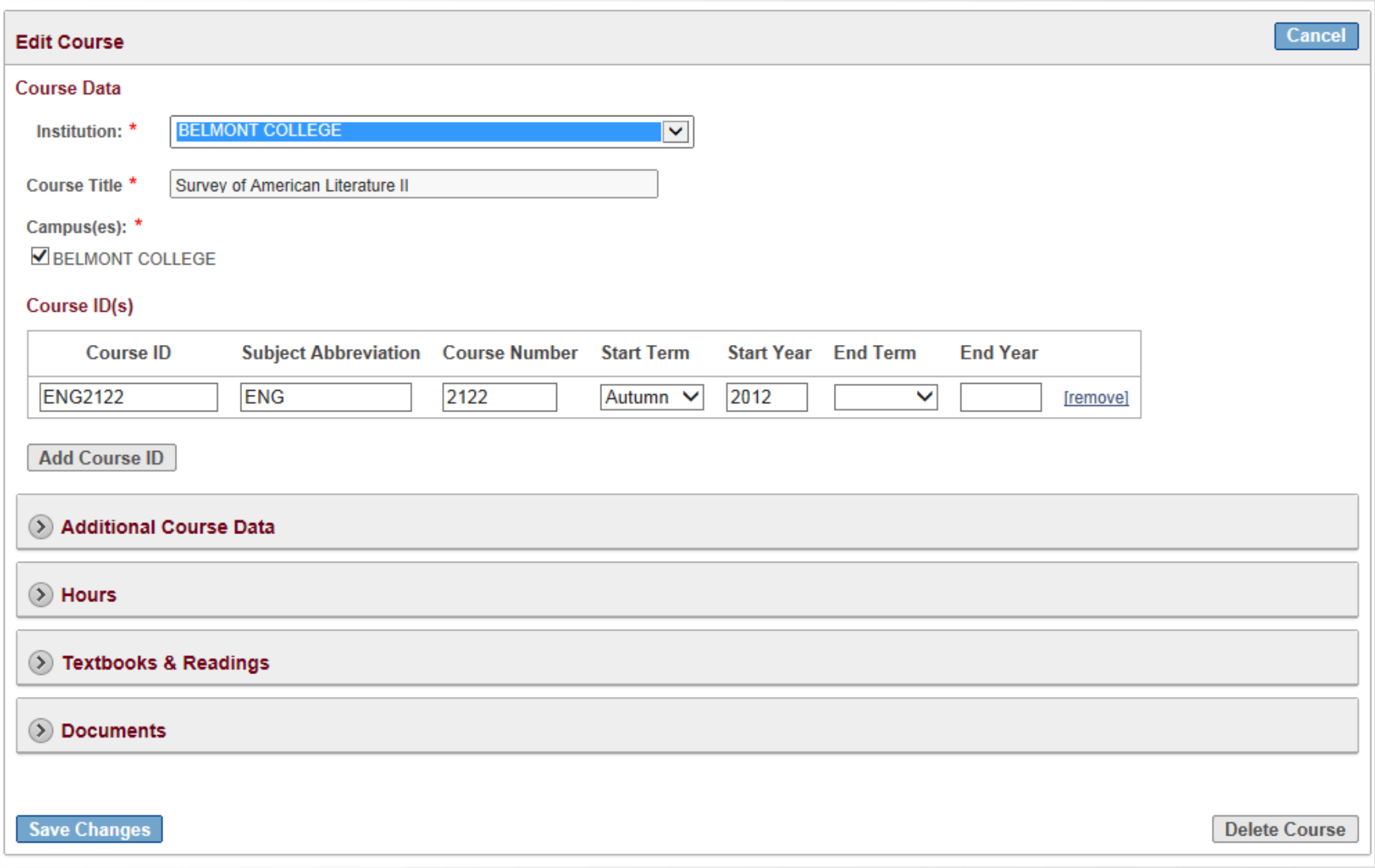

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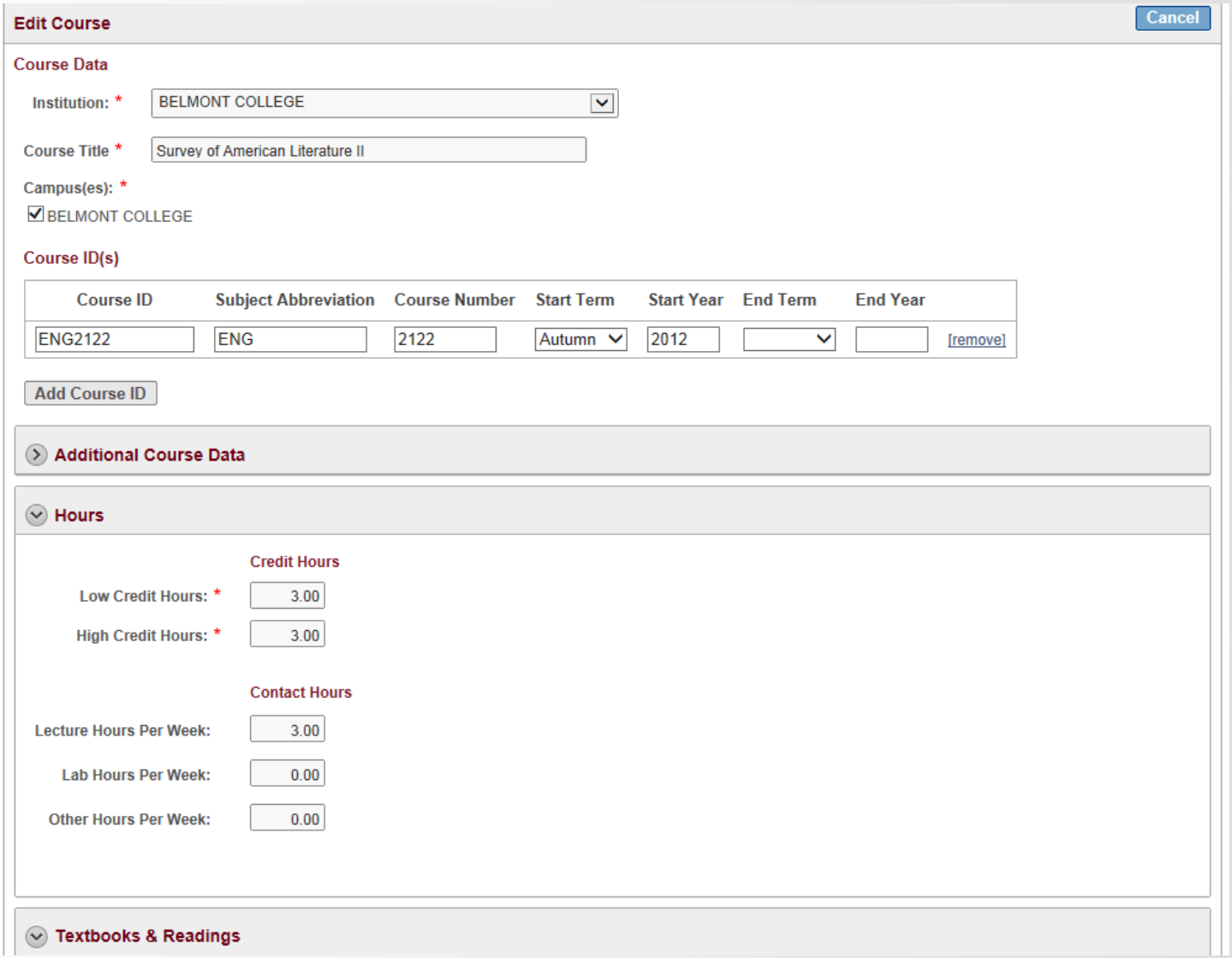

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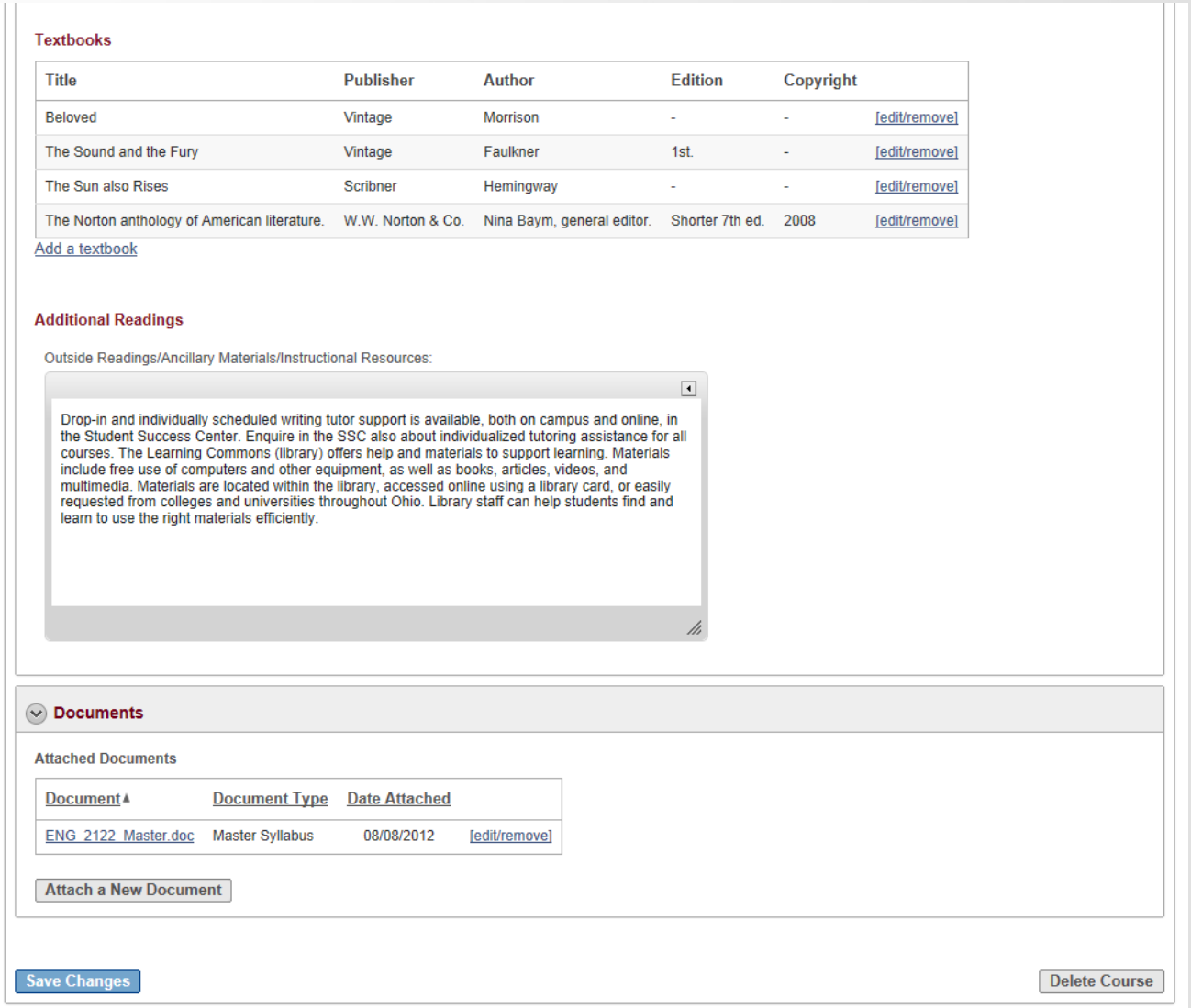


Textbooks

Title	Publisher	Author	Edition	Copyright	
Beloved	Vintage	Morrison	-	-	[edit/remove]
The Sound and the Fury	Vintage	Faulkner	1st.	-	[edit/remove]
The Sun also Rises	Scribner	Hemingway	-	-	[edit/remove]
The Norton anthology of American literature.	W.W. Norton & Co.	Nina Baym, general editor.	Shorter 7th ed.	2008	[edit/remove]

Add a textbook

Additional Readings

Outside Readings/Ancillary Materials/Instructional Resources:

Drop-in and individually scheduled writing tutor support is available, both on campus and online, in the Student Success Center. Enquire in the SSC also about individualized tutoring assistance for all courses. The Learning Commons (library) offers help and materials to support learning. Materials include free use of computers and other equipment, as well as books, articles, videos, and multimedia. Materials are located within the library, accessed online using a library card, or easily requested from colleges and universities throughout Ohio. Library staff can help students find and learn to use the right materials efficiently.

Documents

Attached Documents

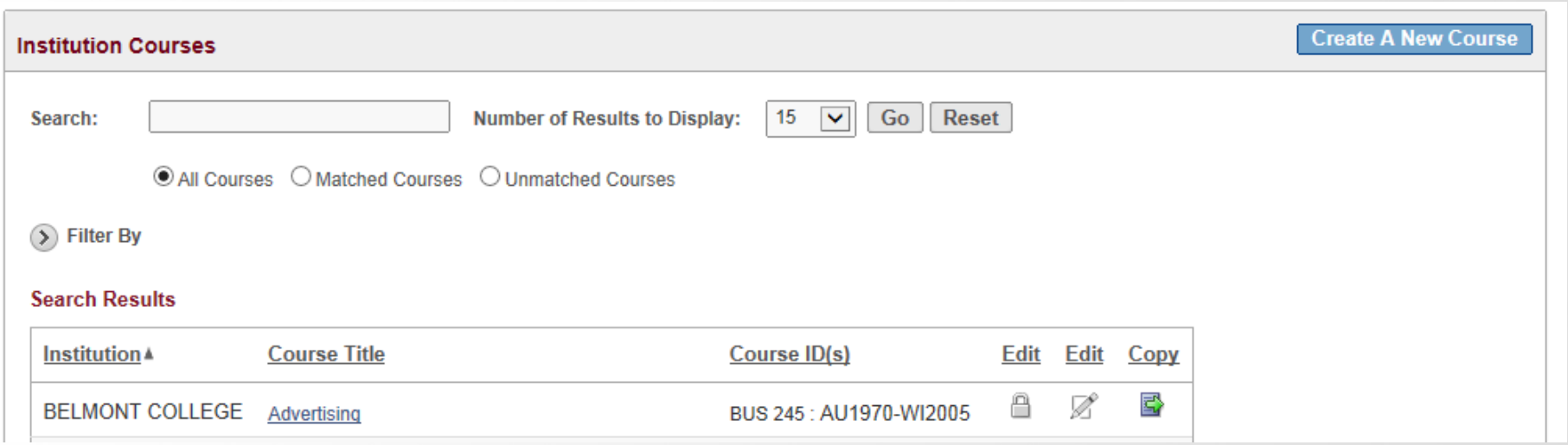
Document	Document Type	Date Attached	
ENG_2122_Master.doc	Master Syllabus	08/08/2012	[edit/remove]

Attach a New Document

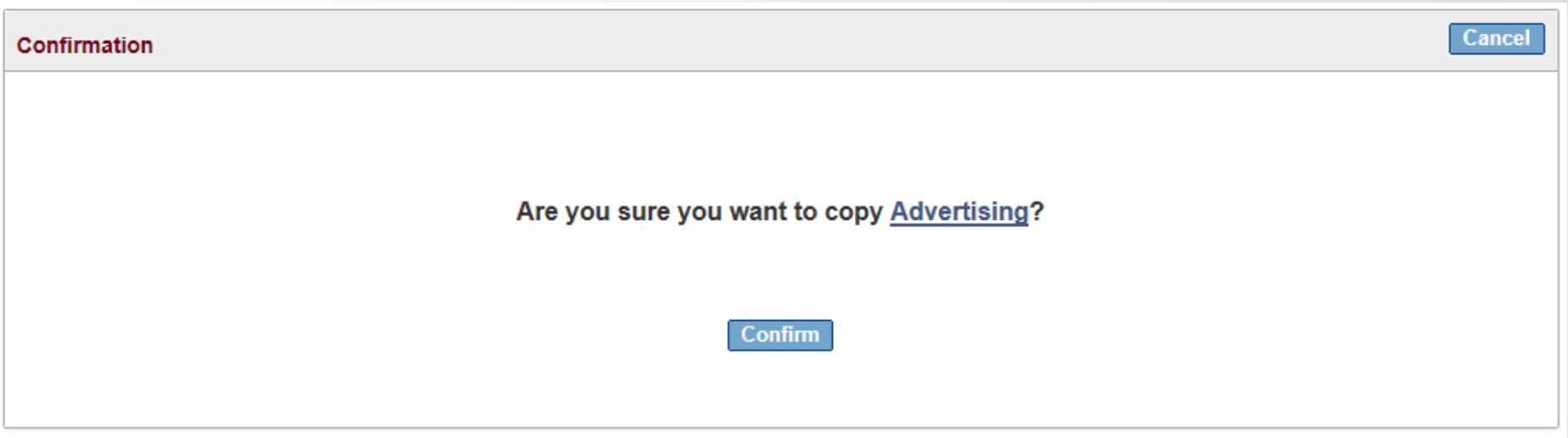
Save Changes

Delete Course

Copy a Course



Copy a Course



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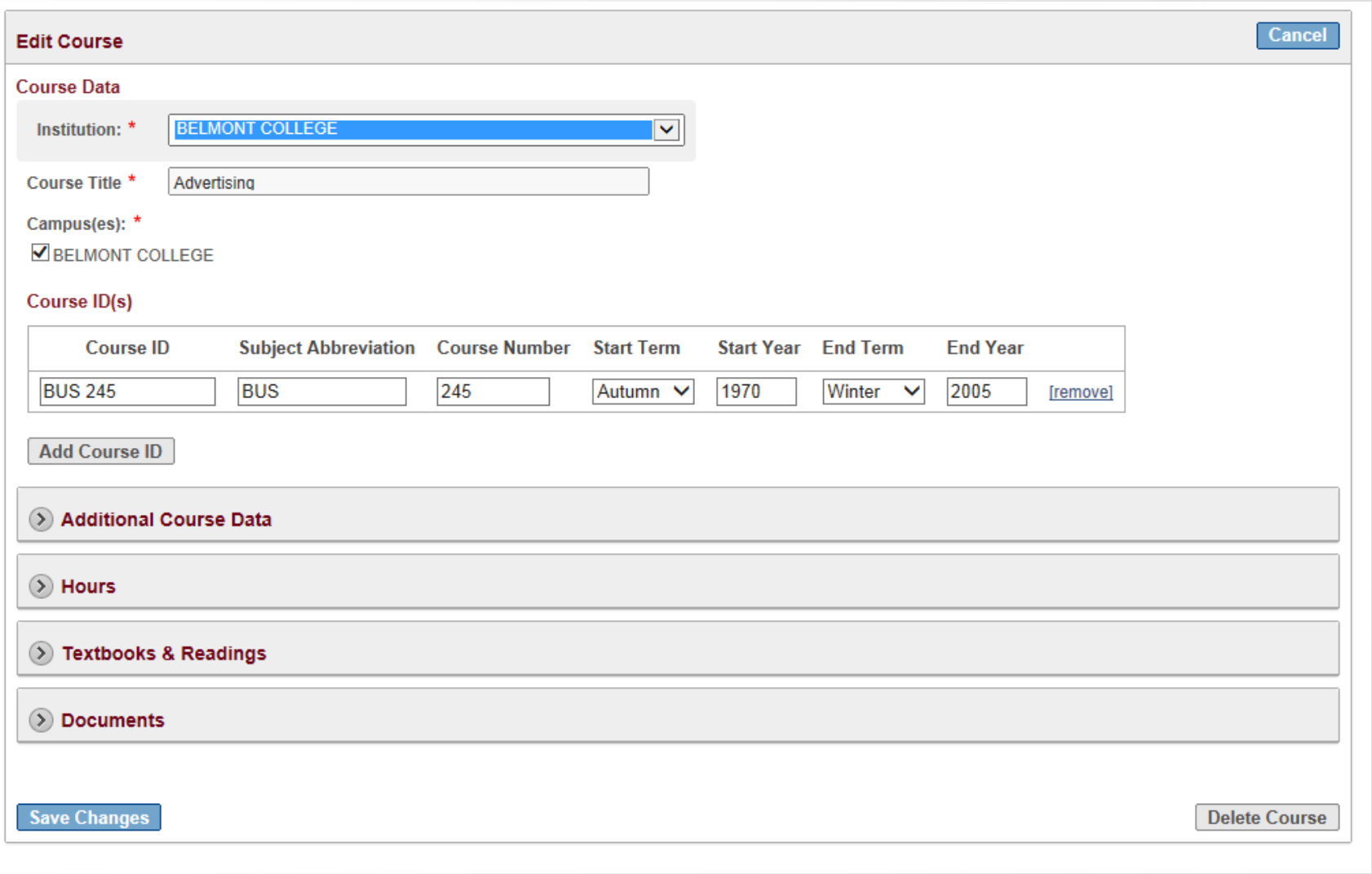
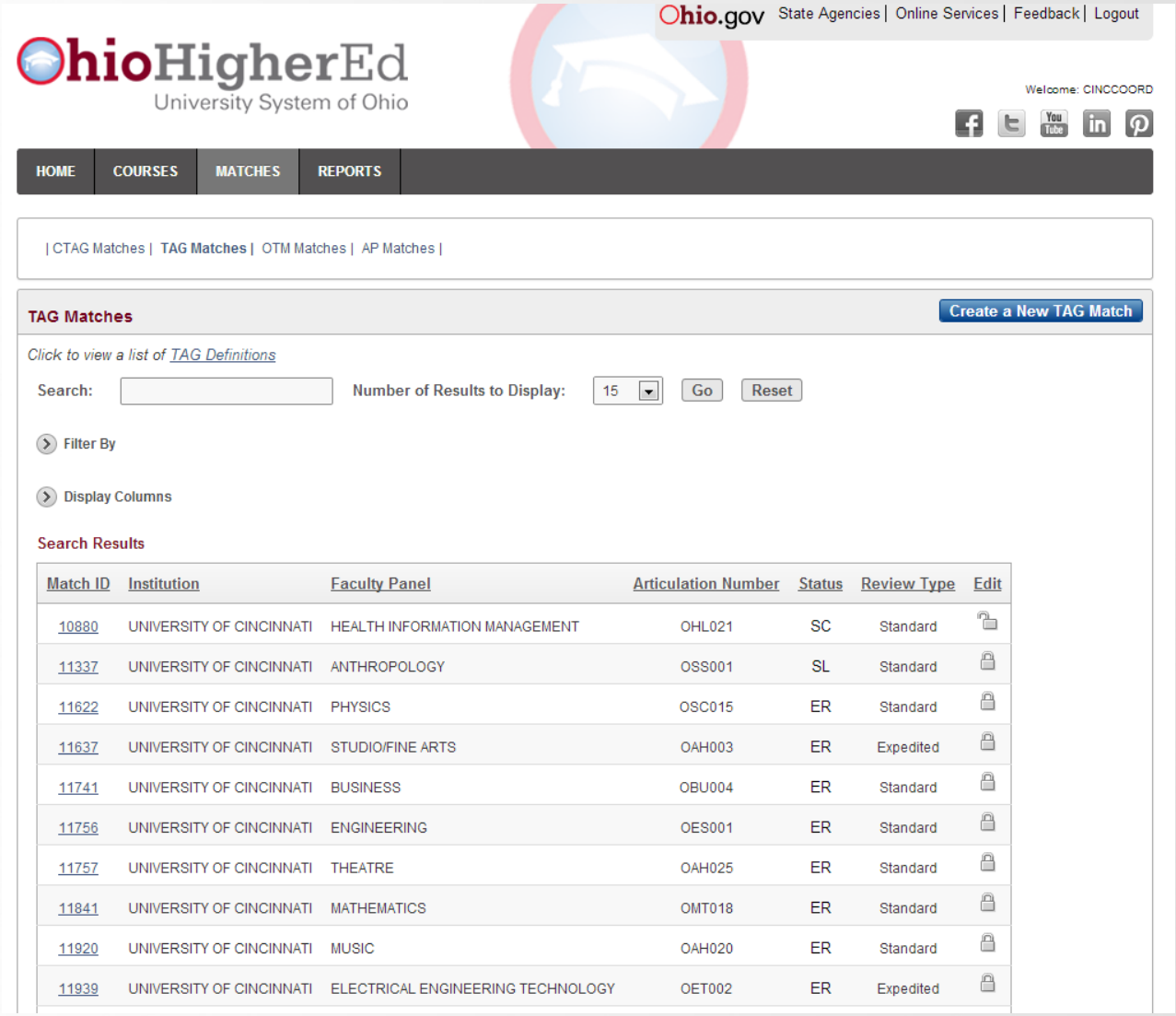


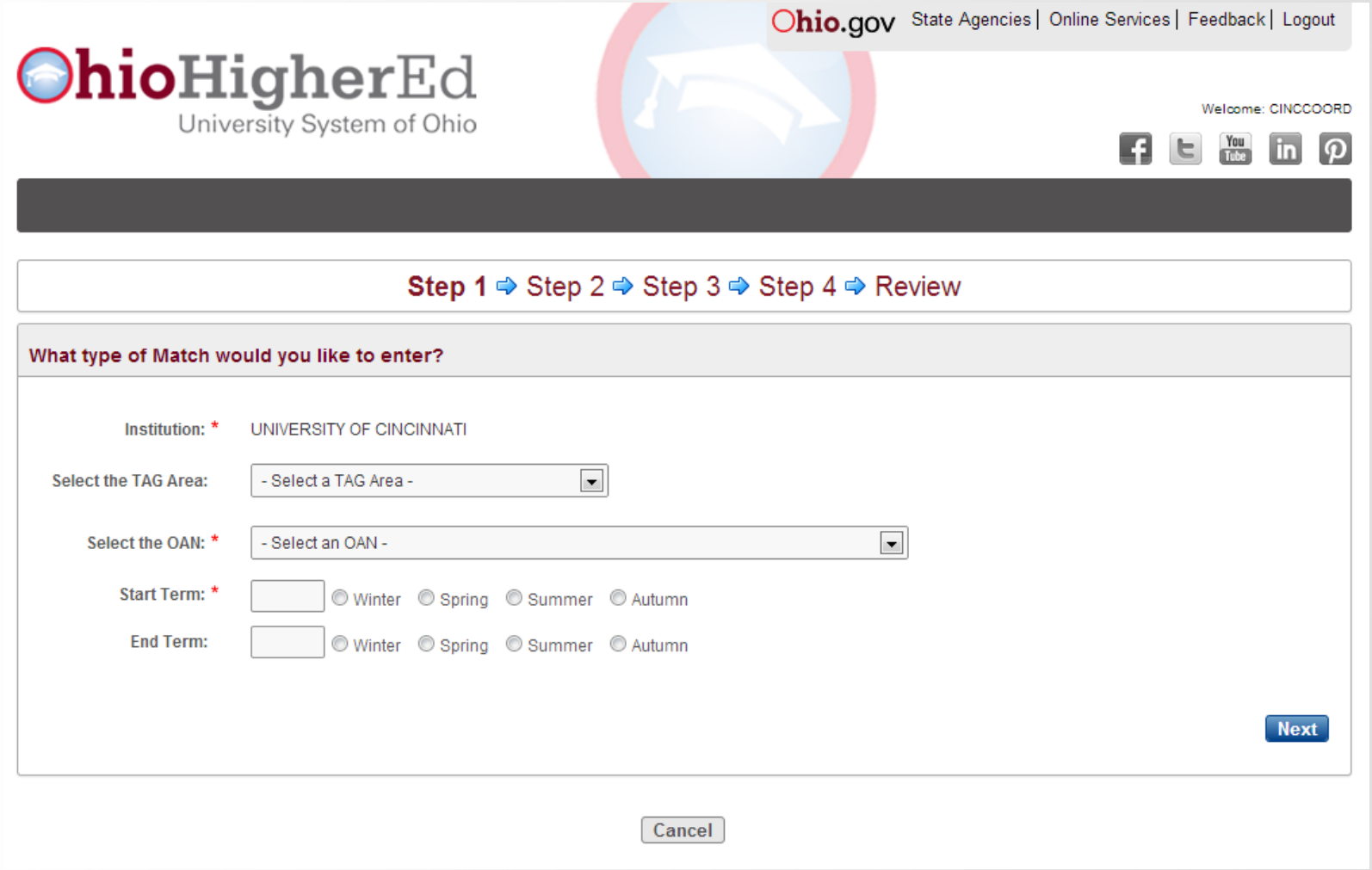
Match Overview

Match Overview



Match ID	Institution	Faculty Panel	Articulation Number	Status	Review Type	Edit
10880	UNIVERSITY OF CINCINNATI	HEALTH INFORMATION MANAGEMENT	OHL021	SC	Standard	
11337	UNIVERSITY OF CINCINNATI	ANTHROPOLOGY	OSS001	SL	Standard	
11622	UNIVERSITY OF CINCINNATI	PHYSICS	OSC015	ER	Standard	
11637	UNIVERSITY OF CINCINNATI	STUDIO/FINE ARTS	OAH003	ER	Expedited	
11741	UNIVERSITY OF CINCINNATI	BUSINESS	OBU004	ER	Standard	
11756	UNIVERSITY OF CINCINNATI	ENGINEERING	OES001	ER	Standard	
11757	UNIVERSITY OF CINCINNATI	THEATRE	OAH025	ER	Standard	
11841	UNIVERSITY OF CINCINNATI	MATHEMATICS	OMT018	ER	Standard	
11920	UNIVERSITY OF CINCINNATI	MUSIC	OAH020	ER	Standard	
11939	UNIVERSITY OF CINCINNATI	ELECTRICAL ENGINEERING TECHNOLOGY	OET002	ER	Expedited	

Create a Match



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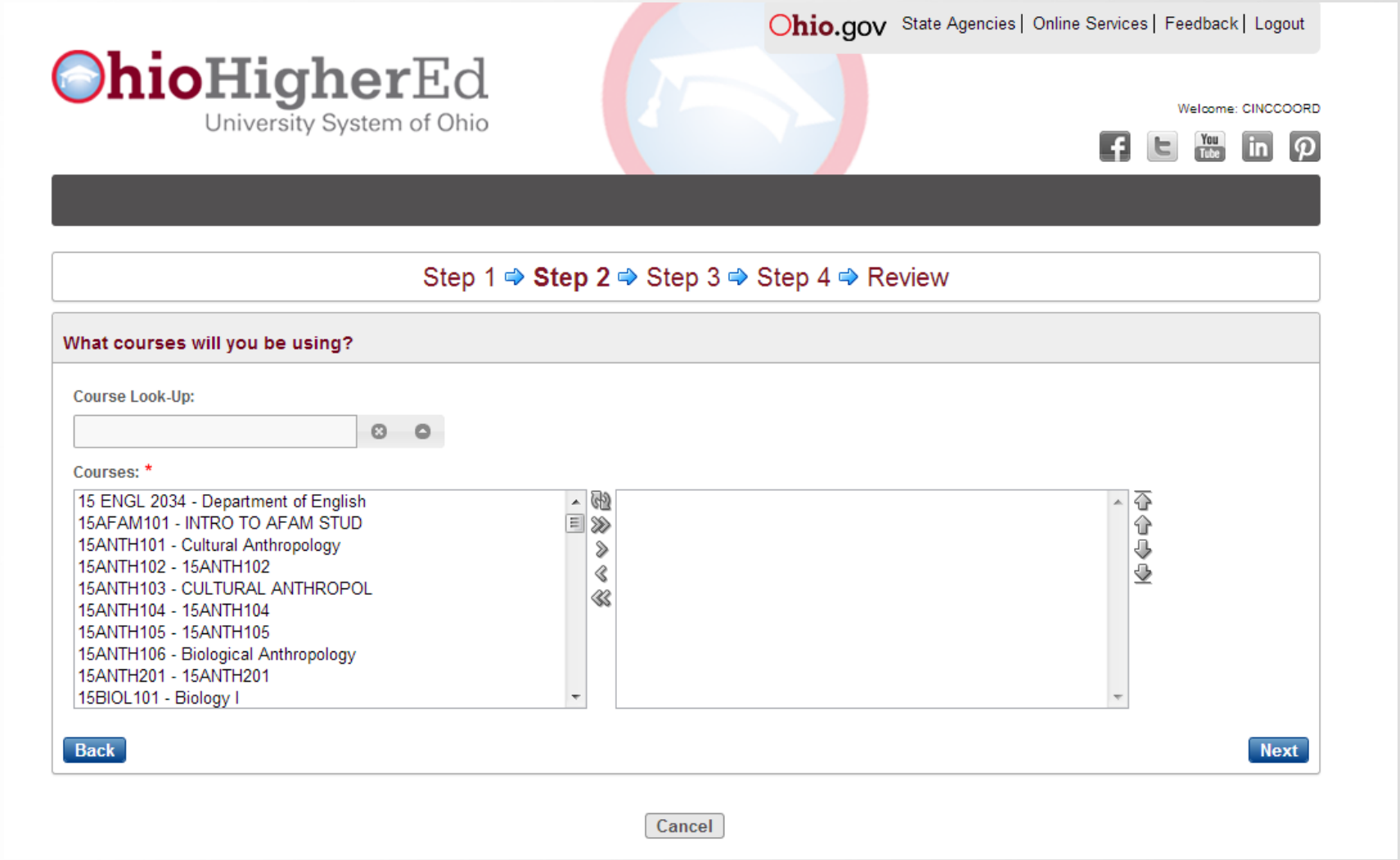

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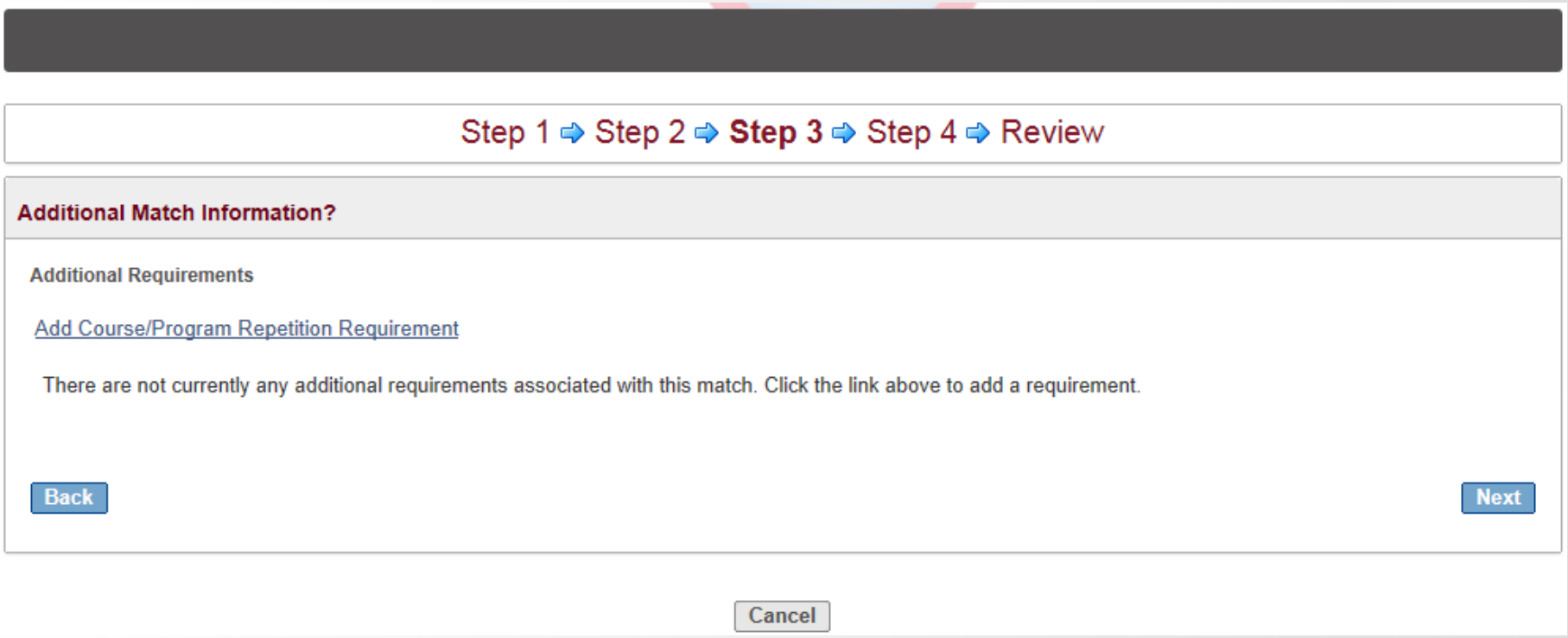
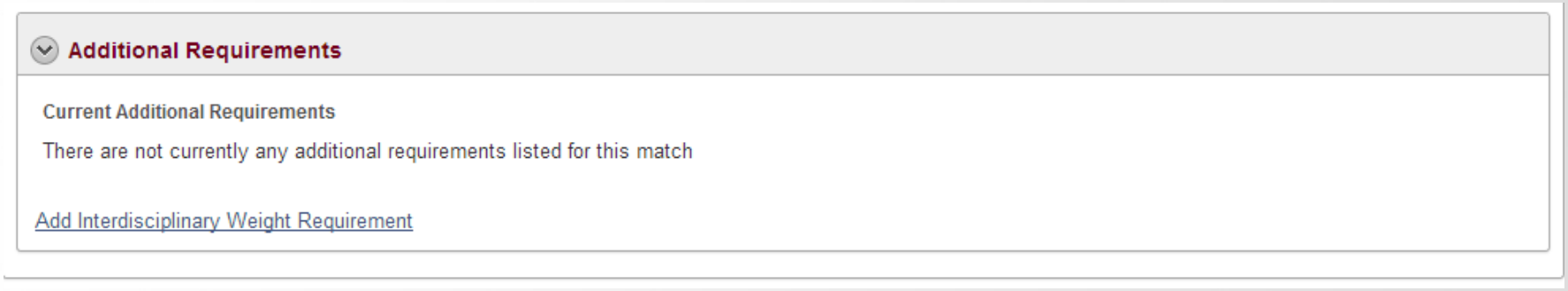
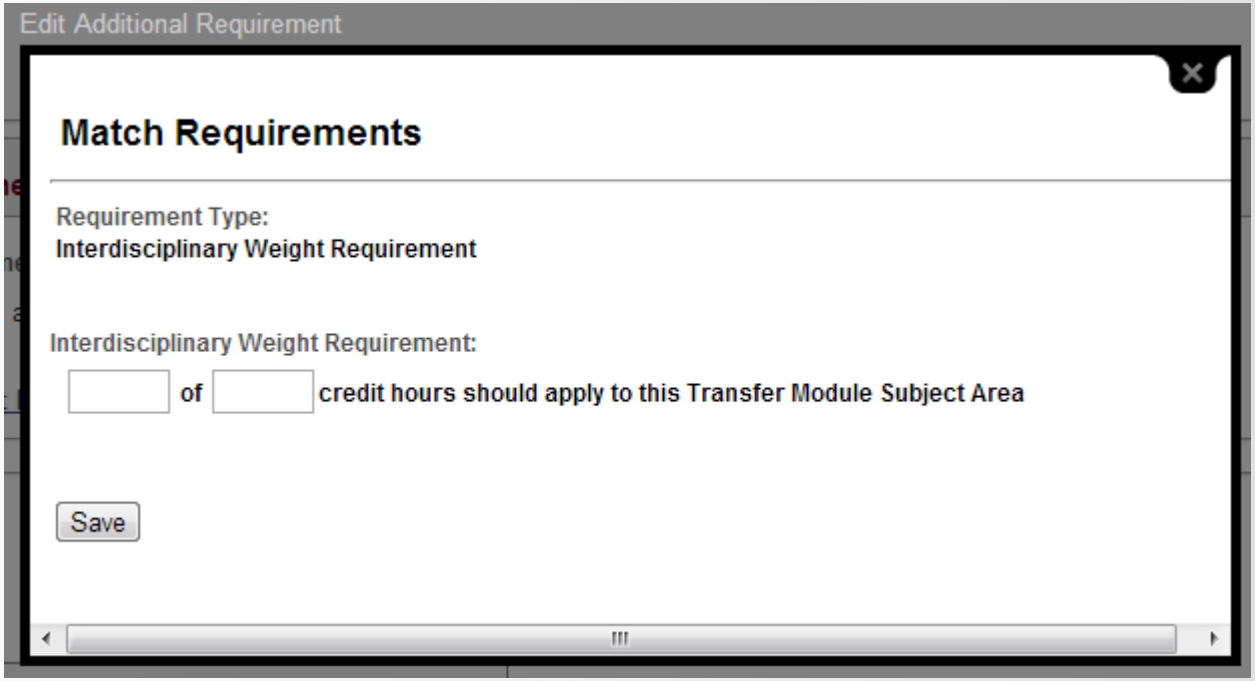


Create a Match - Additional Match Requirement





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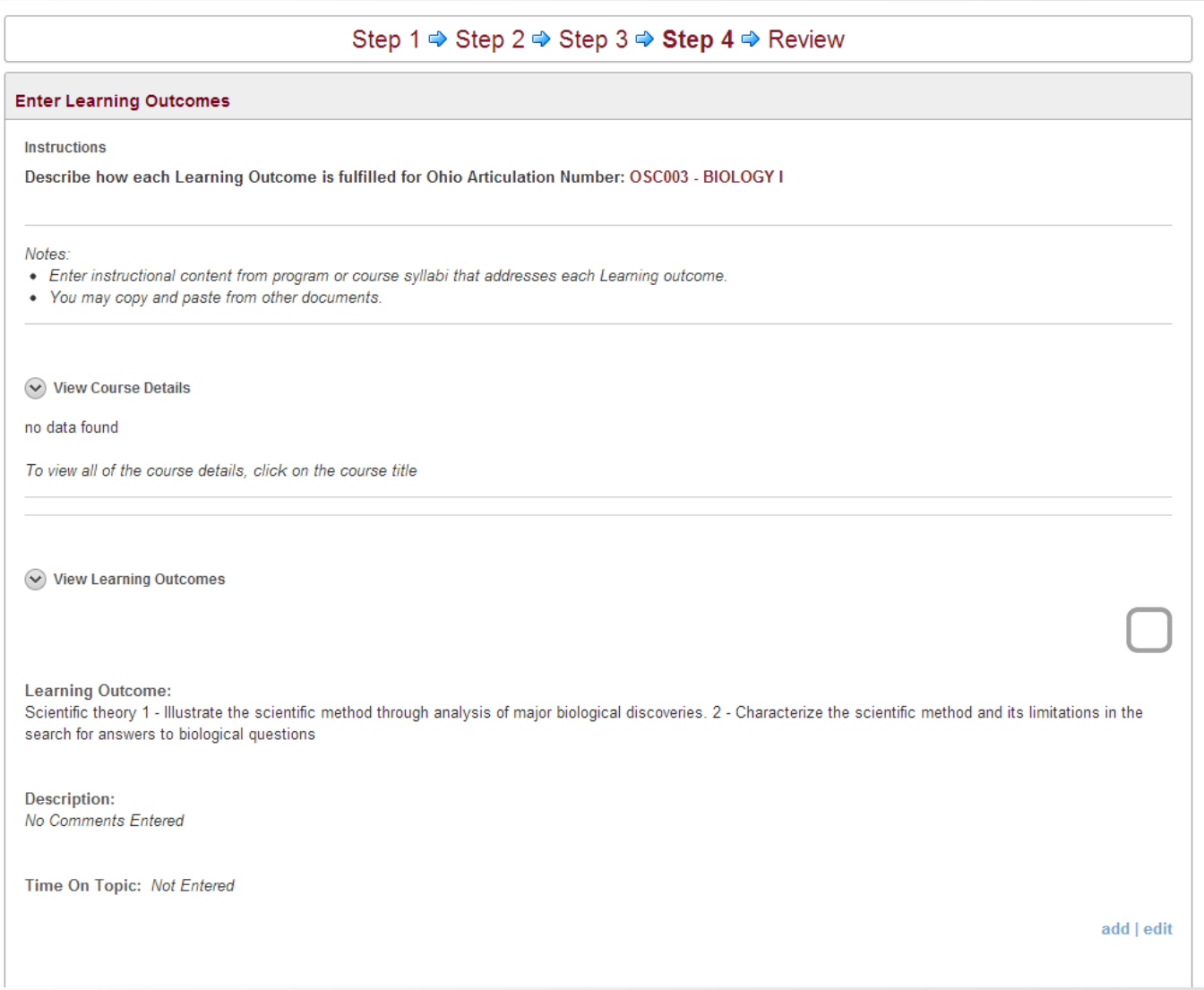

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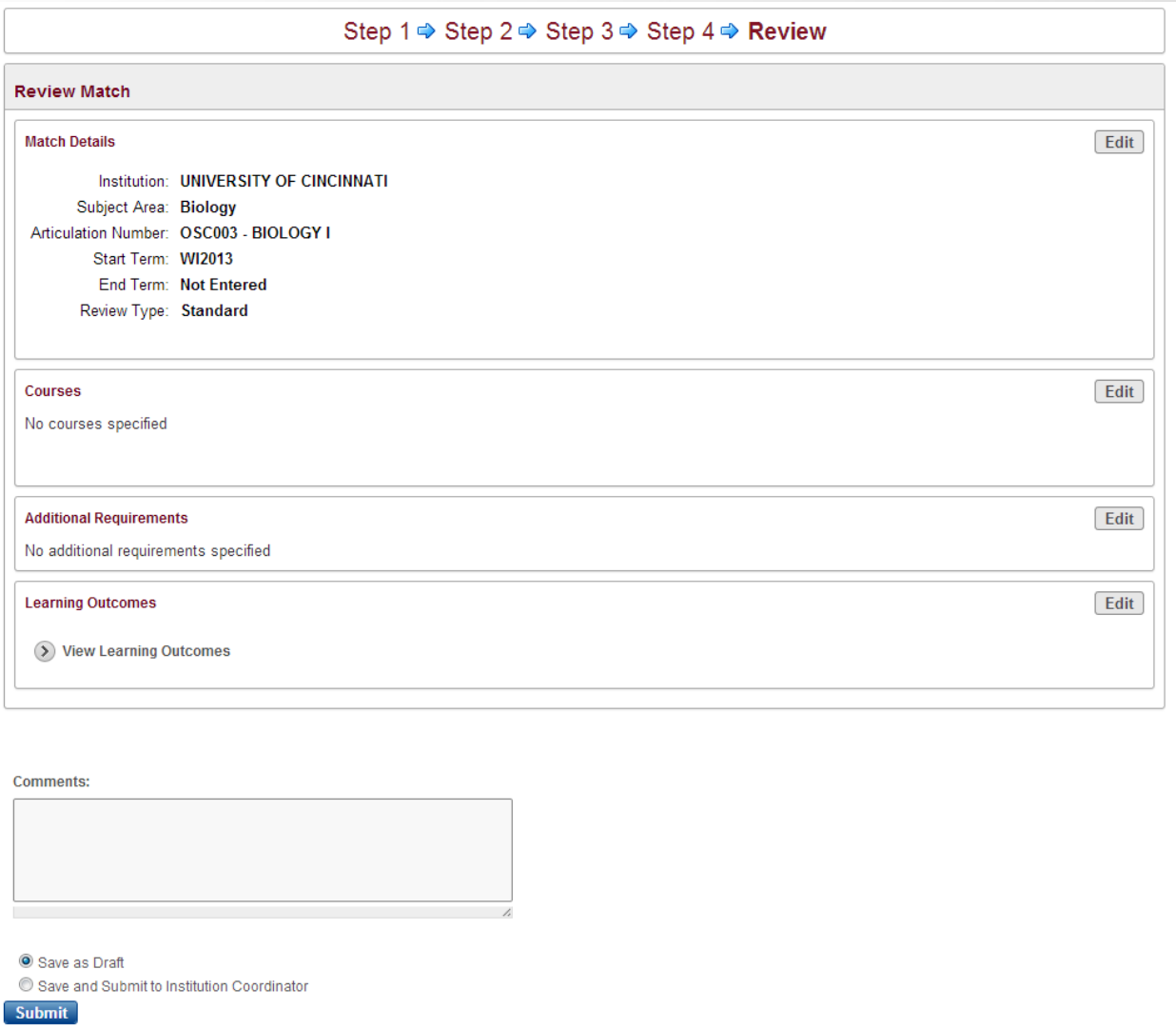

Search, Then Edit an Existing Match in CEMS

Step 1 - Search for an Existing Match

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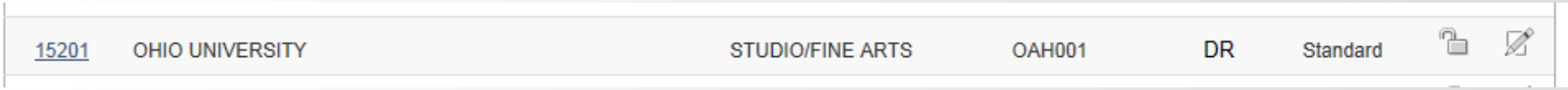
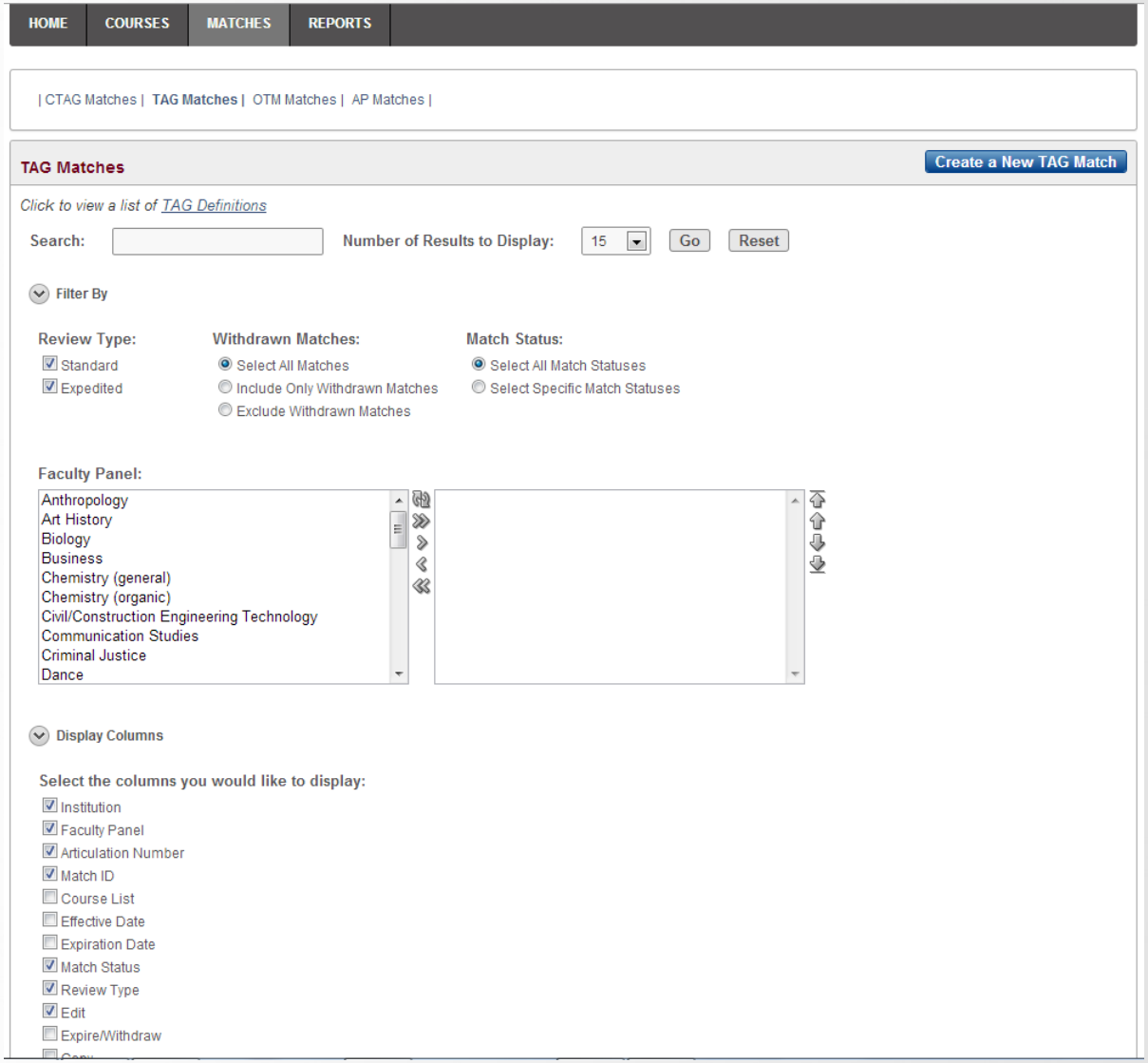
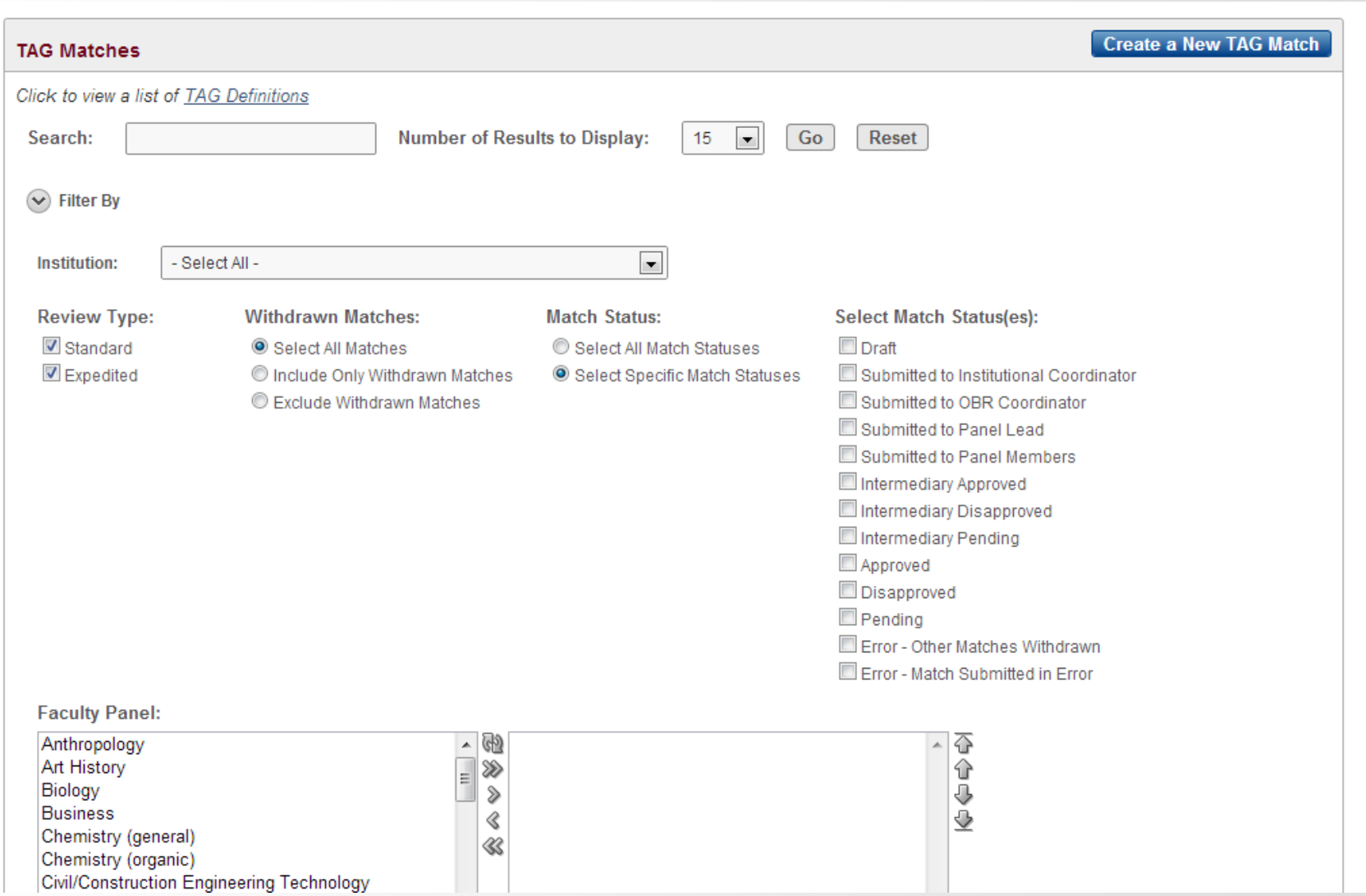


Search for an Existing Match - Filtering

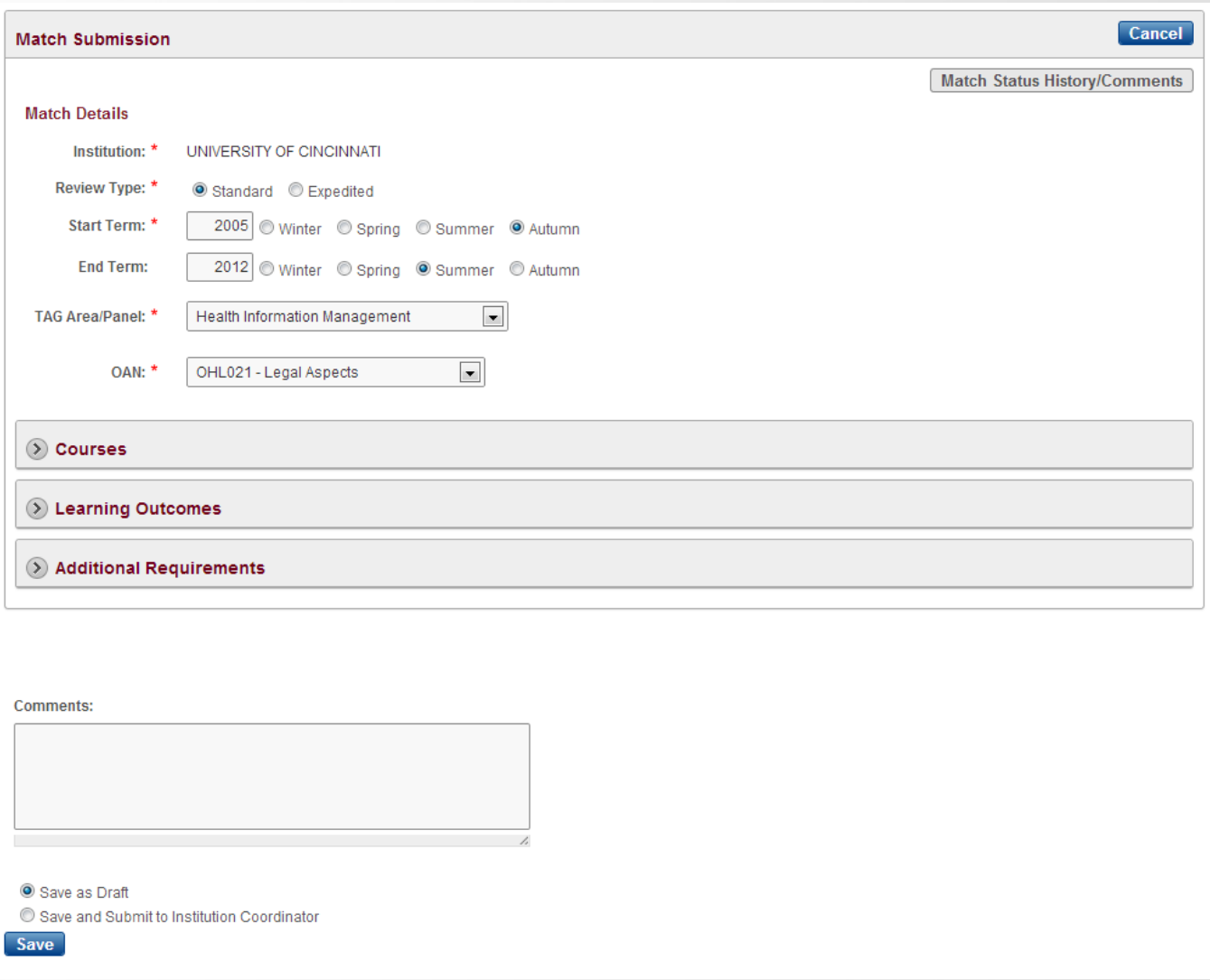


Search a Match – Filtering



Step 2 - Edit an Existing Match

Edit an Existing Match



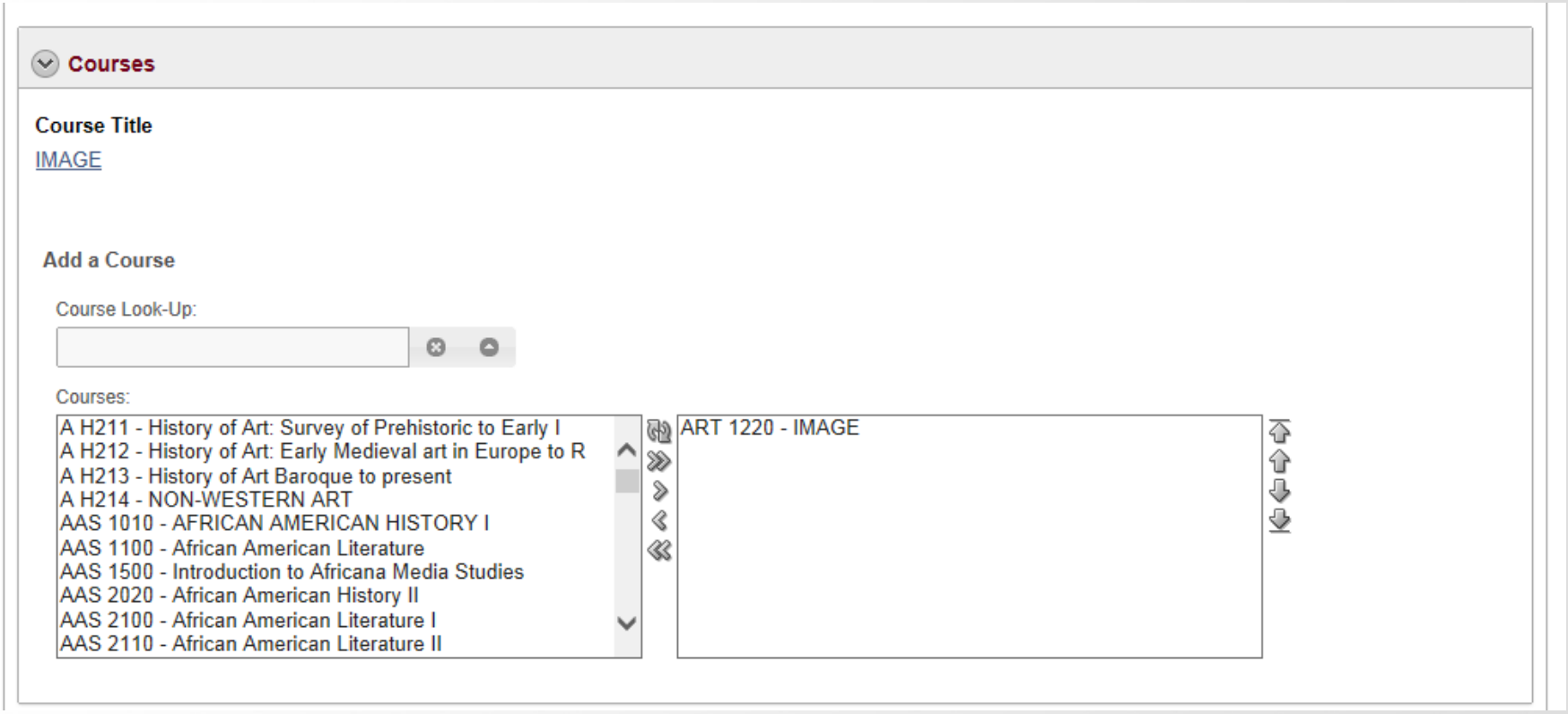
View a Match History & Comments

Match Status Comments

Status Updated On	Status Prior To Update	Status Changed By	Comment Added On	Status Changed To	Comment Added By	Status Comment
-	-	-	28-JUL-08 11:09:51 AM	Disapproved	SYSTEM	Second course lacks explicitly stated TAG outcomes and crse objectives are not clear
08-SEP-08 02:10:37 PM	Disapproved	cinccmsc	08-SEP-08 02:10:37 PM	Draft	cinccmsc	3745 - 15ANTH102 OSS001 disapproved; returned for rework.
07-JAN-09 02:19:58 PM	Draft	cinccmsc	07-JAN-09 02:19:58 PM	Error - Match Submitted in Error	cinccmsc	Resubmitted as new match entry - 5429 approved
09-AUG-12 03:15:54 PM	Error - Match Submitted in Error	SYSTEM	-	-	-	-
24-JAN-13 10:27:57 AM	Error - Match Submitted in Error	htsuchida	-	-	-	-
24-JAN-13 11:02:31 AM	Submitted to OBR Coordinator	htsuchida	-	-	-	-
24-JAN-13 11:09:02 AM	Submitted to Panel Lead	sincpanel1	-	-	-	-
24-JAN-13 11:33:01 AM	Submitted to Panel Members	sincpanel1	-	-	-	-
24-JAN-13 11:49:45 AM	Intermediary Disapproved	htsuchida	-	-	-	-
24-JAN-13 03:44:01 PM	Disapproved	cinccoord	24-JAN-13 03:44:01 PM	Error - Match Submitted in Error	cinccoord	Needs reviewed.
24-JAN-13 03:46:37 PM	Error - Match Submitted in Error	cinccoord	24-JAN-13 03:46:37 PM	Error - Match Submitted in Error	cinccoord	Needs to be reviewed.
11-MAR-13 04:12:59 PM	Error - Match Submitted in Error	htsuchida	-	-	-	-

1 - 12

Edit an Existing Match



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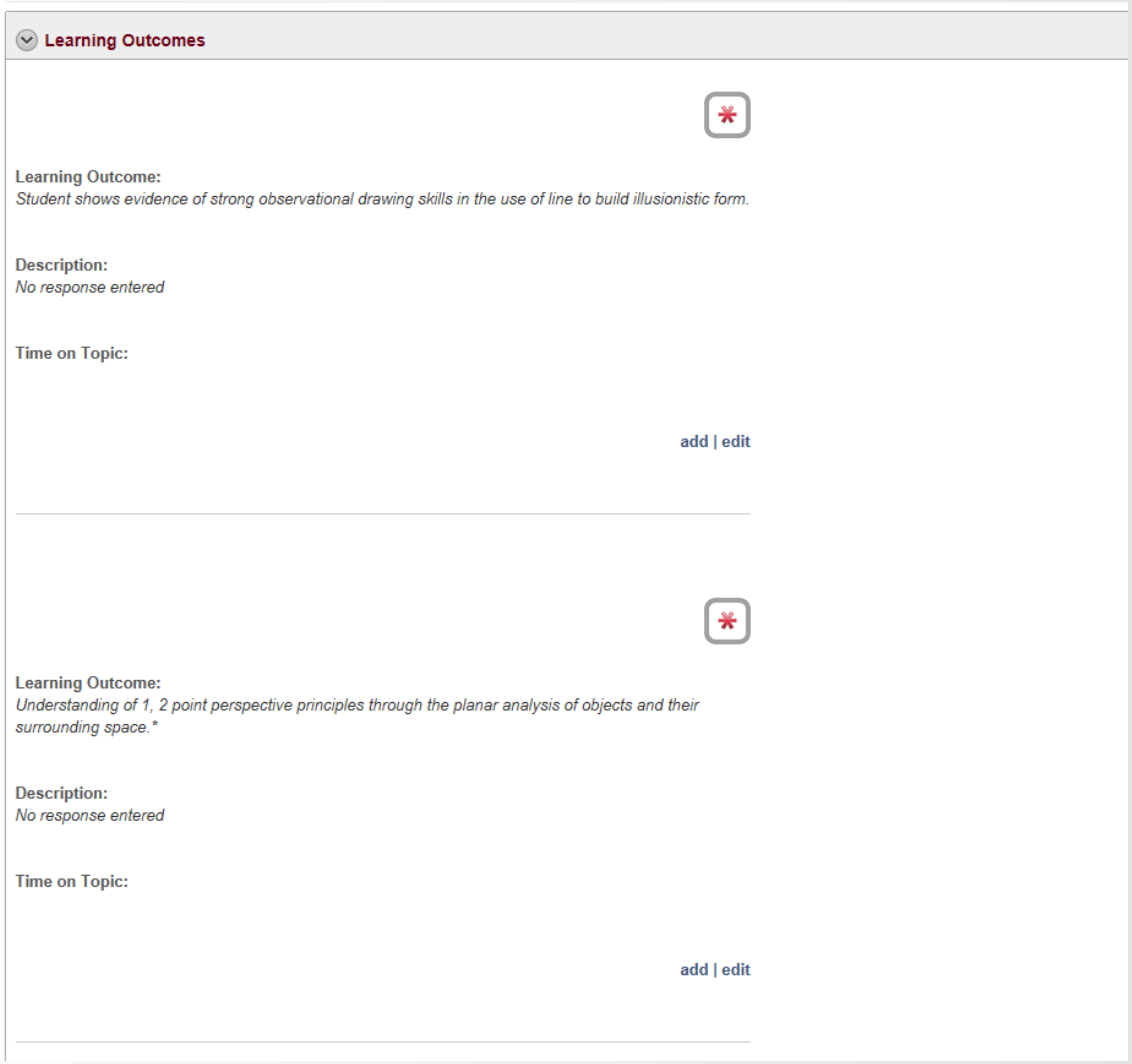

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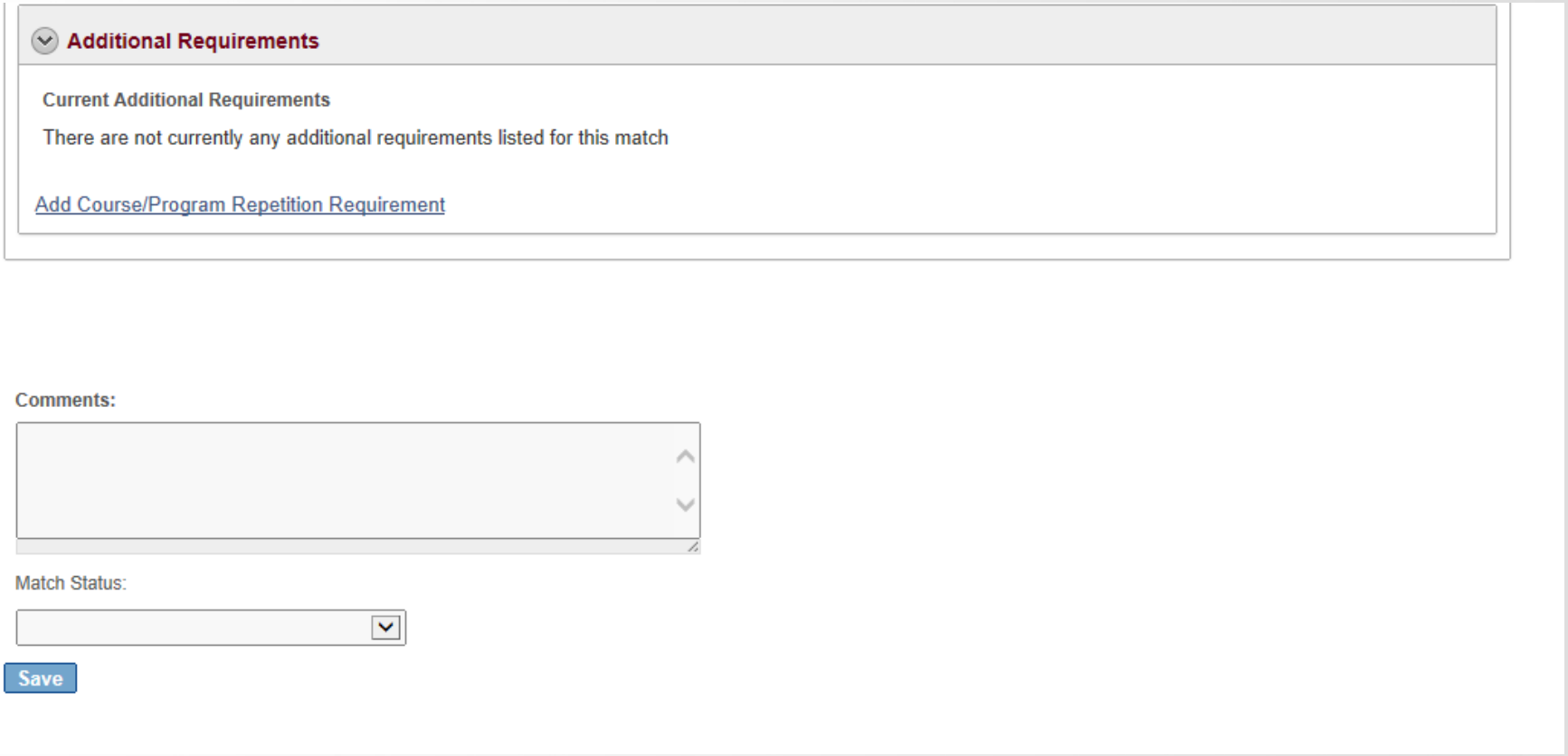
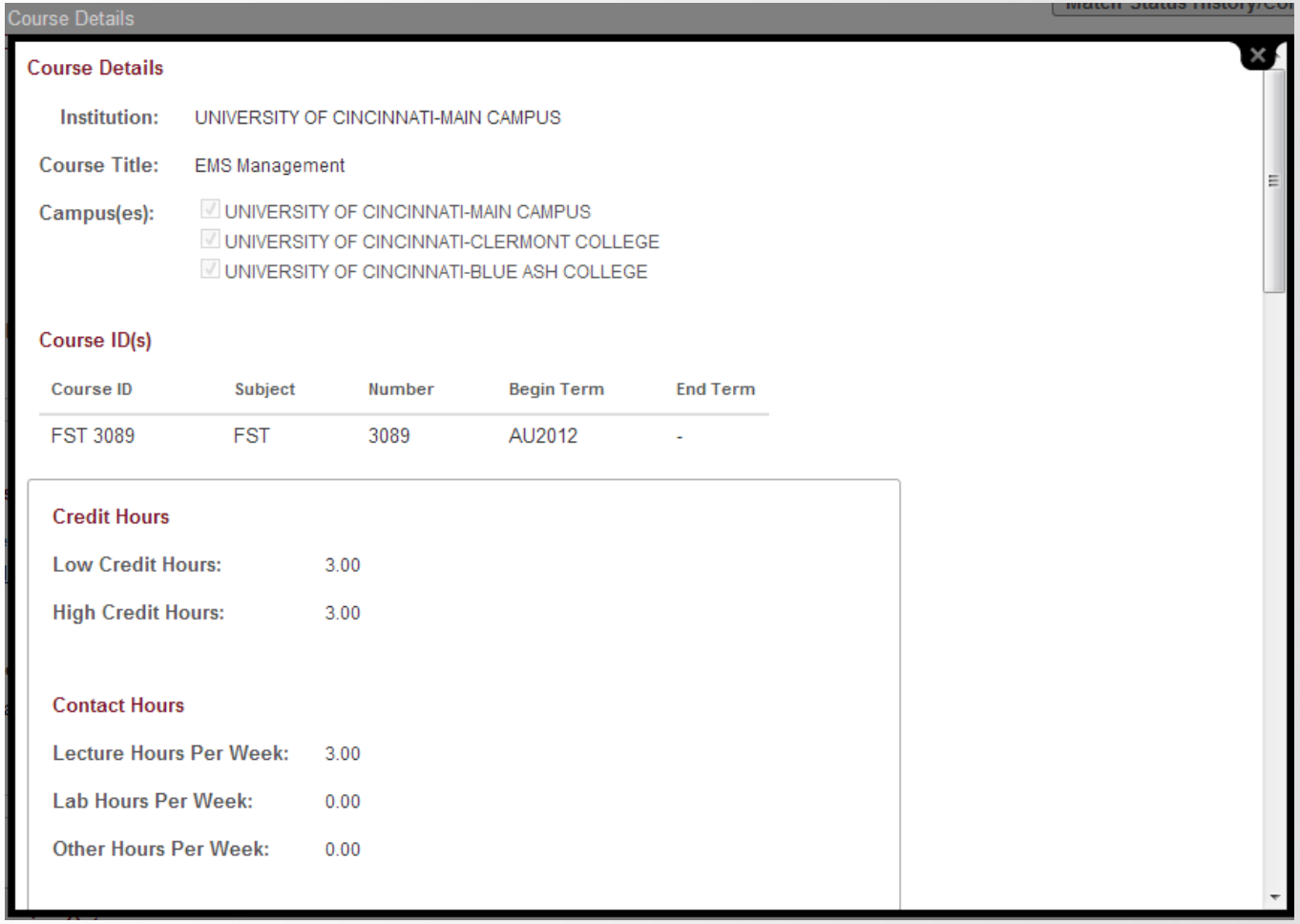


Course Details



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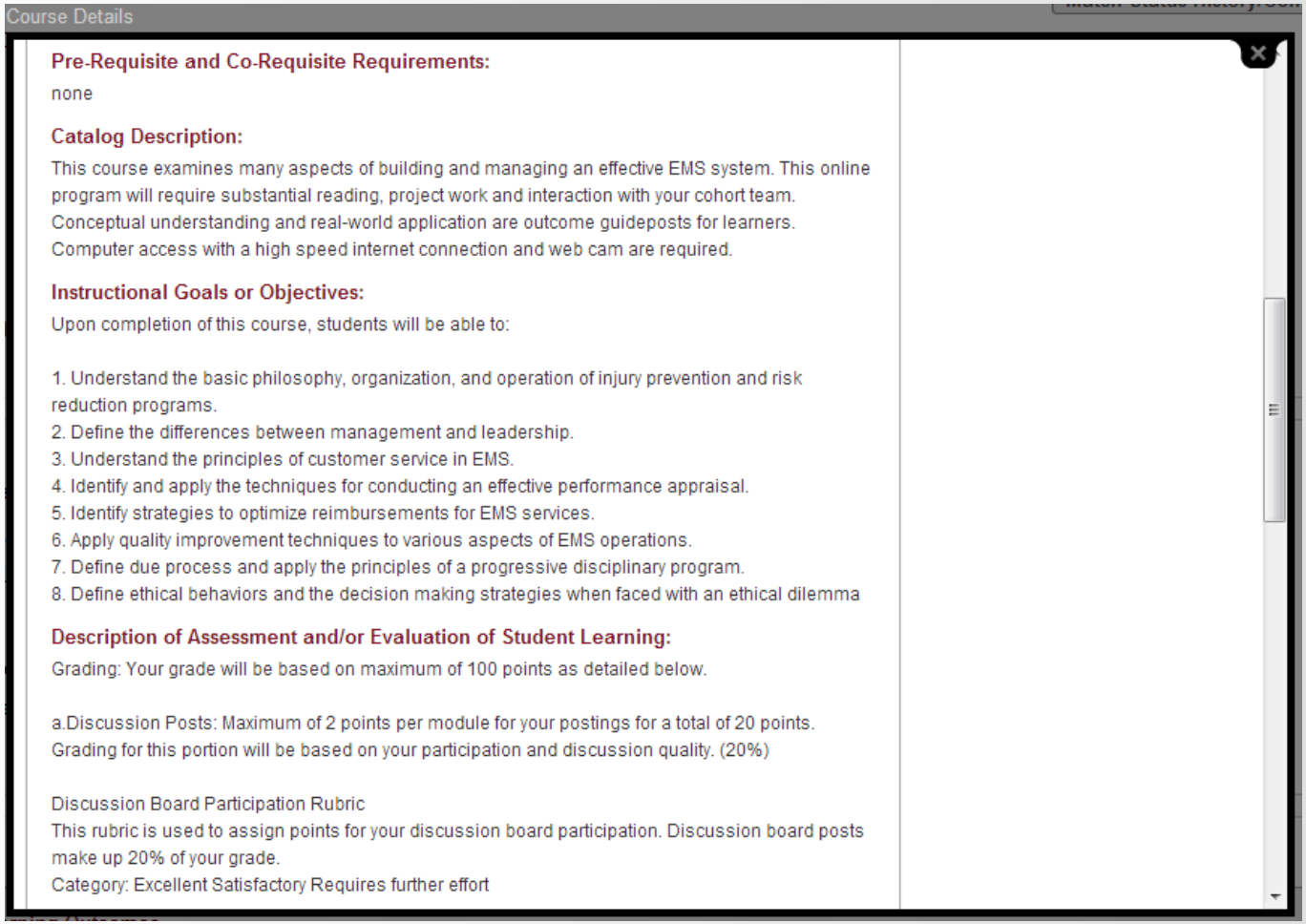

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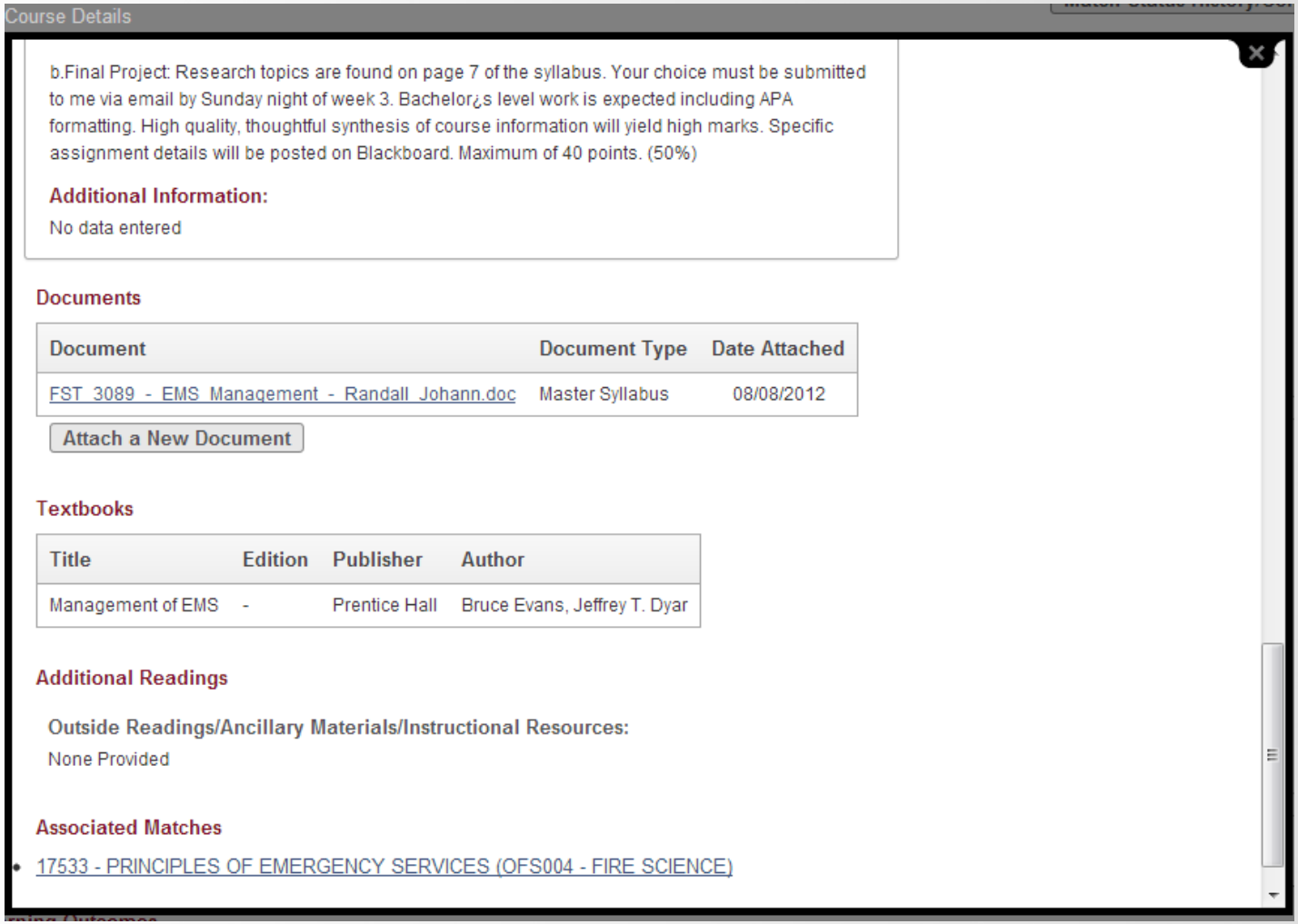
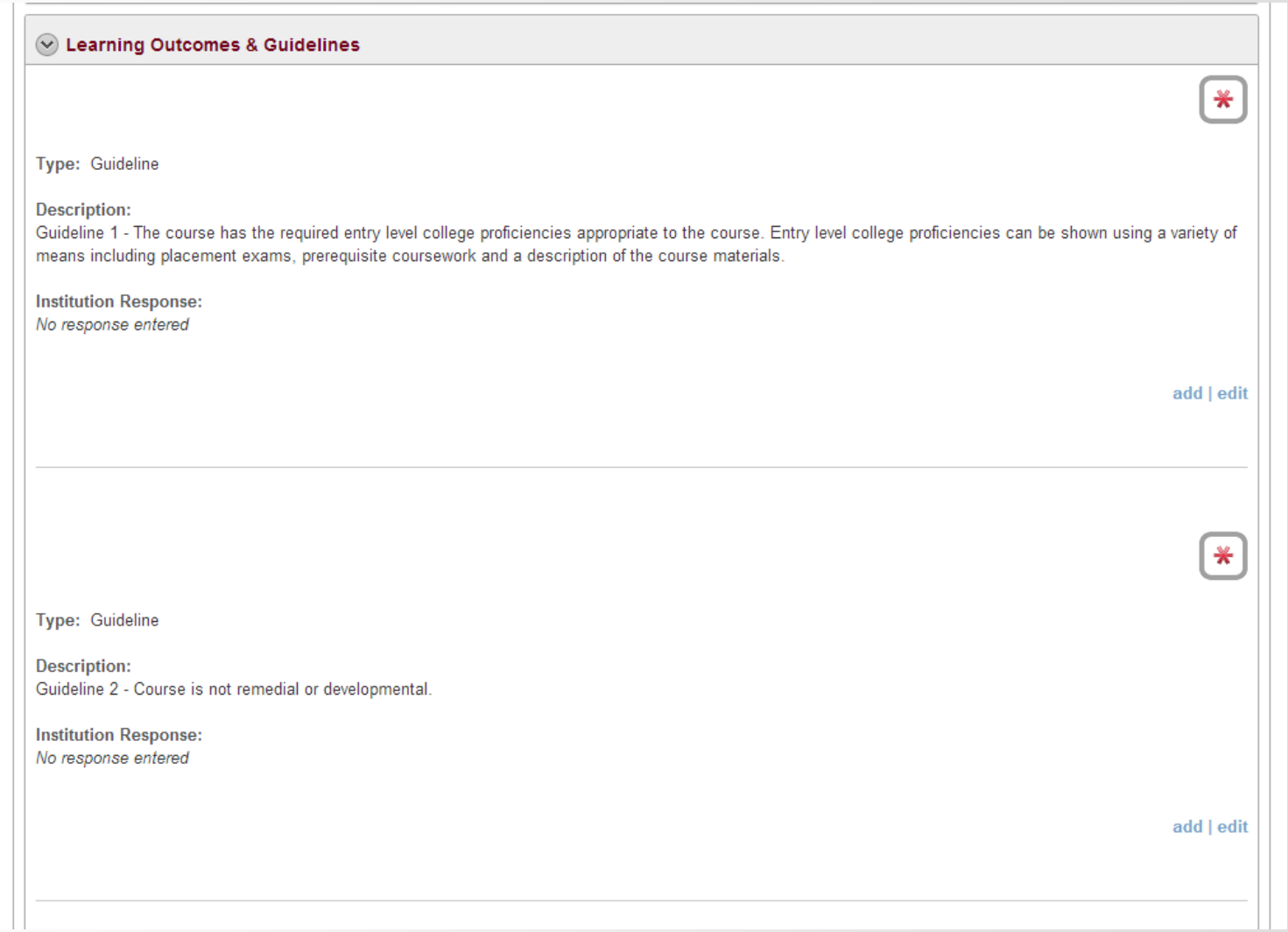
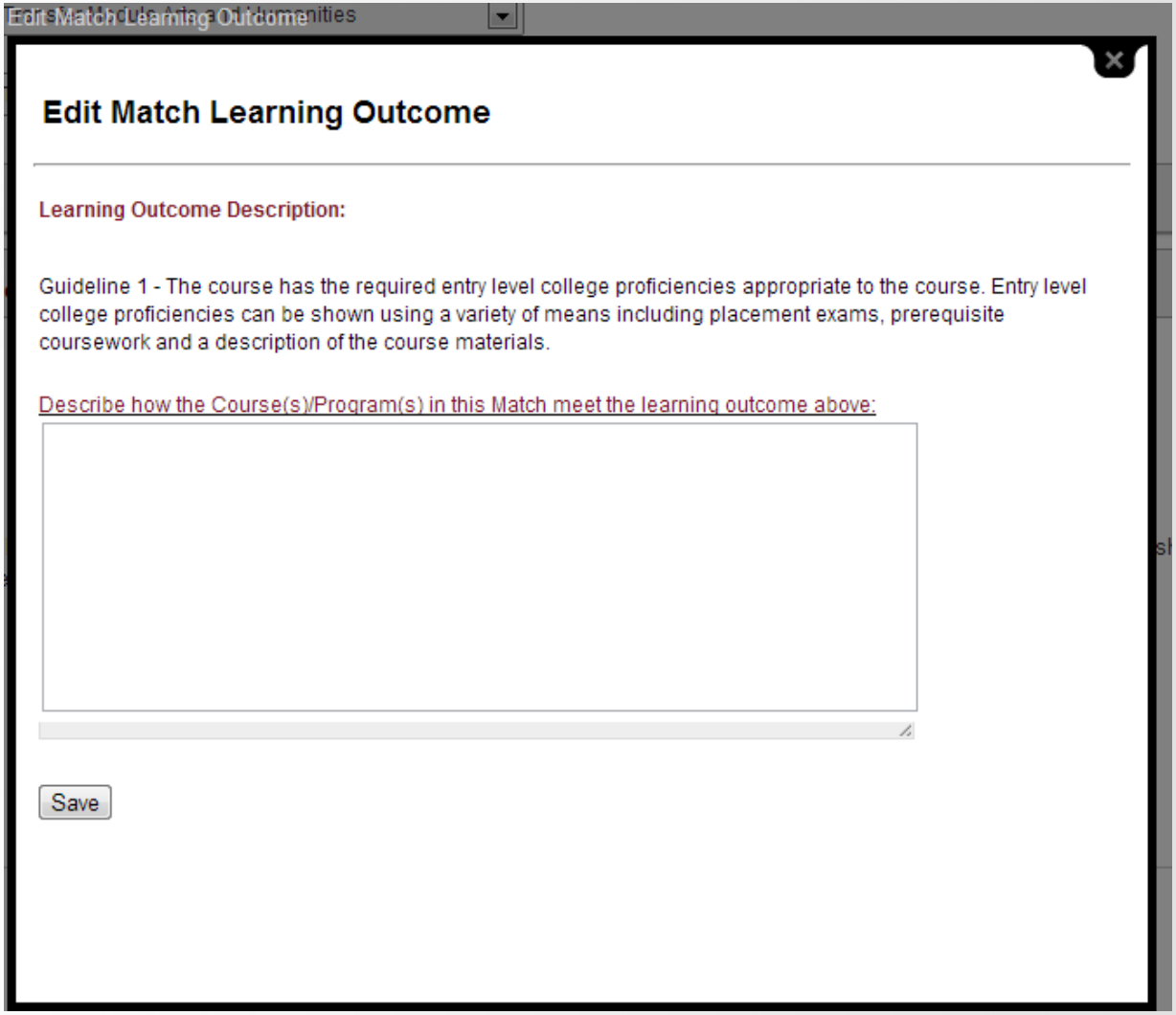


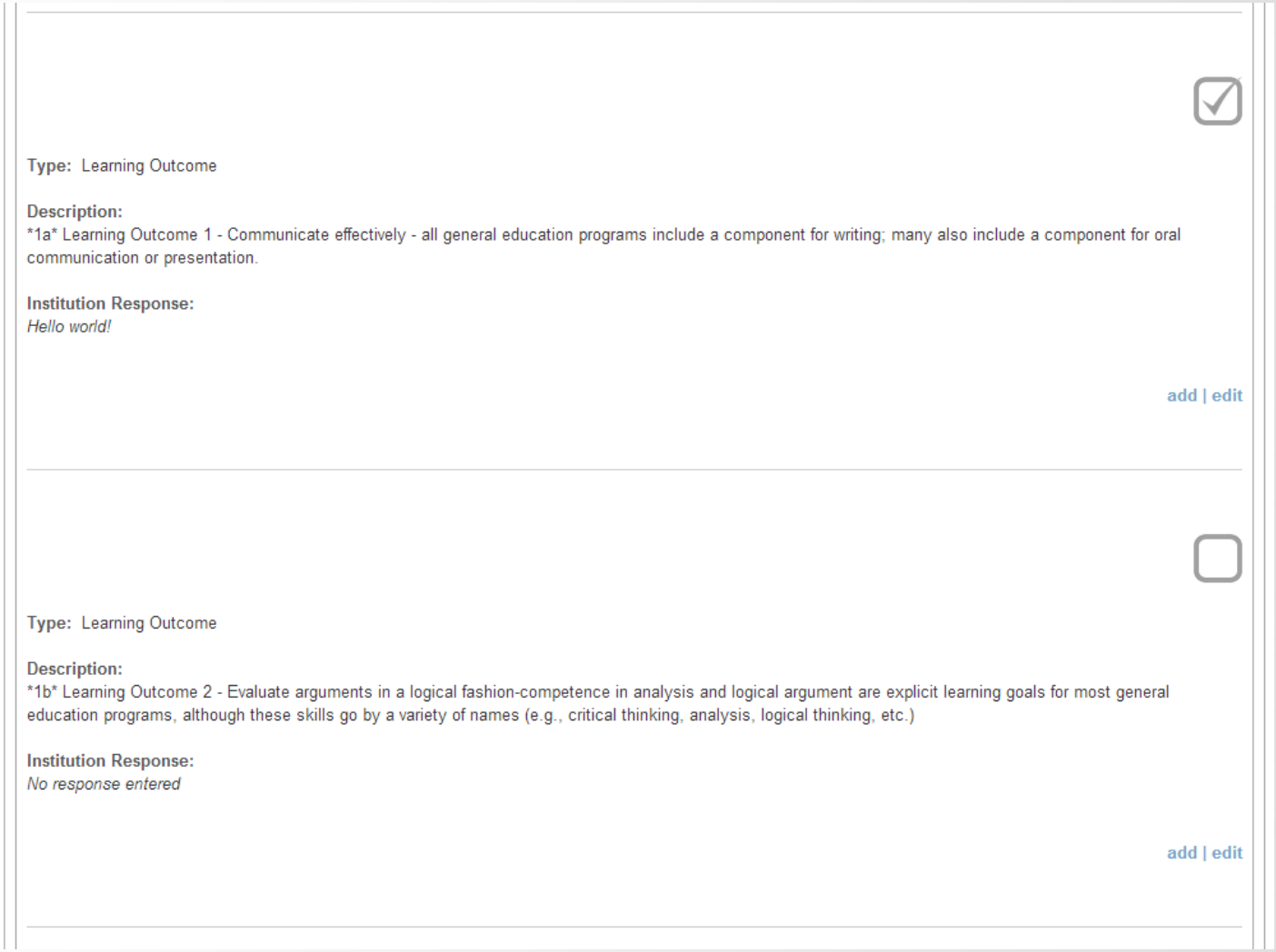
Match Guidelines (Transfer Module)



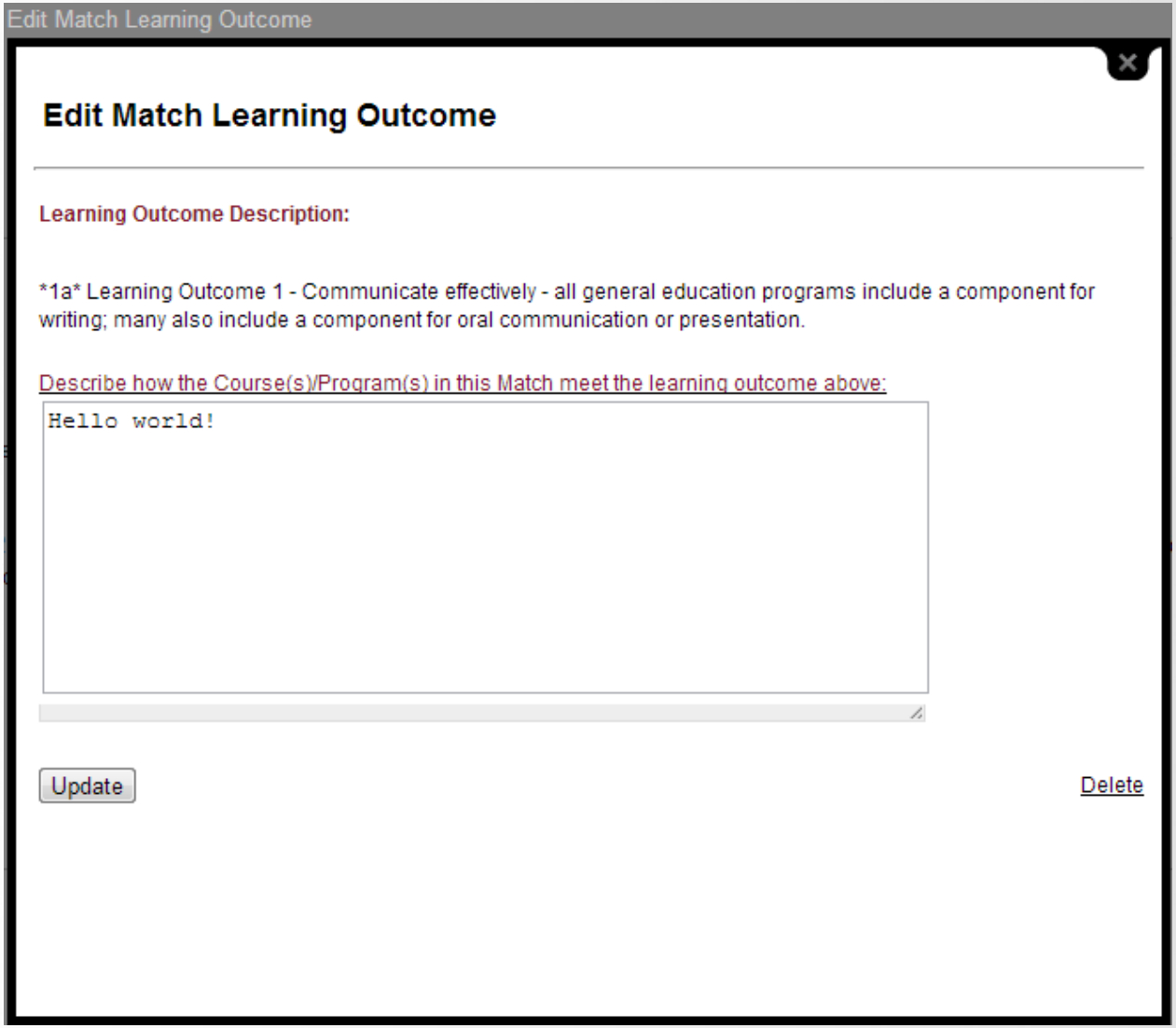
Match Guidelines - Edit



Match Learning Outcomes

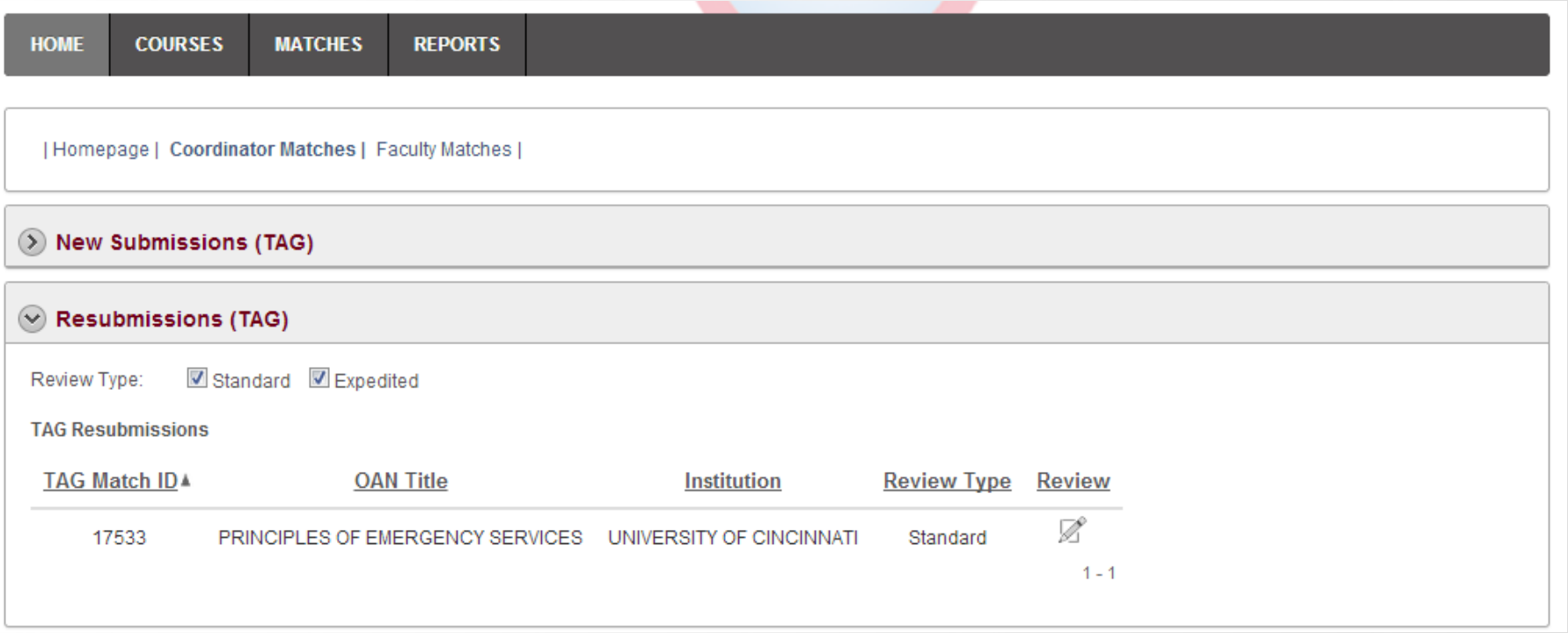


Match Learning Outcomes - Edit

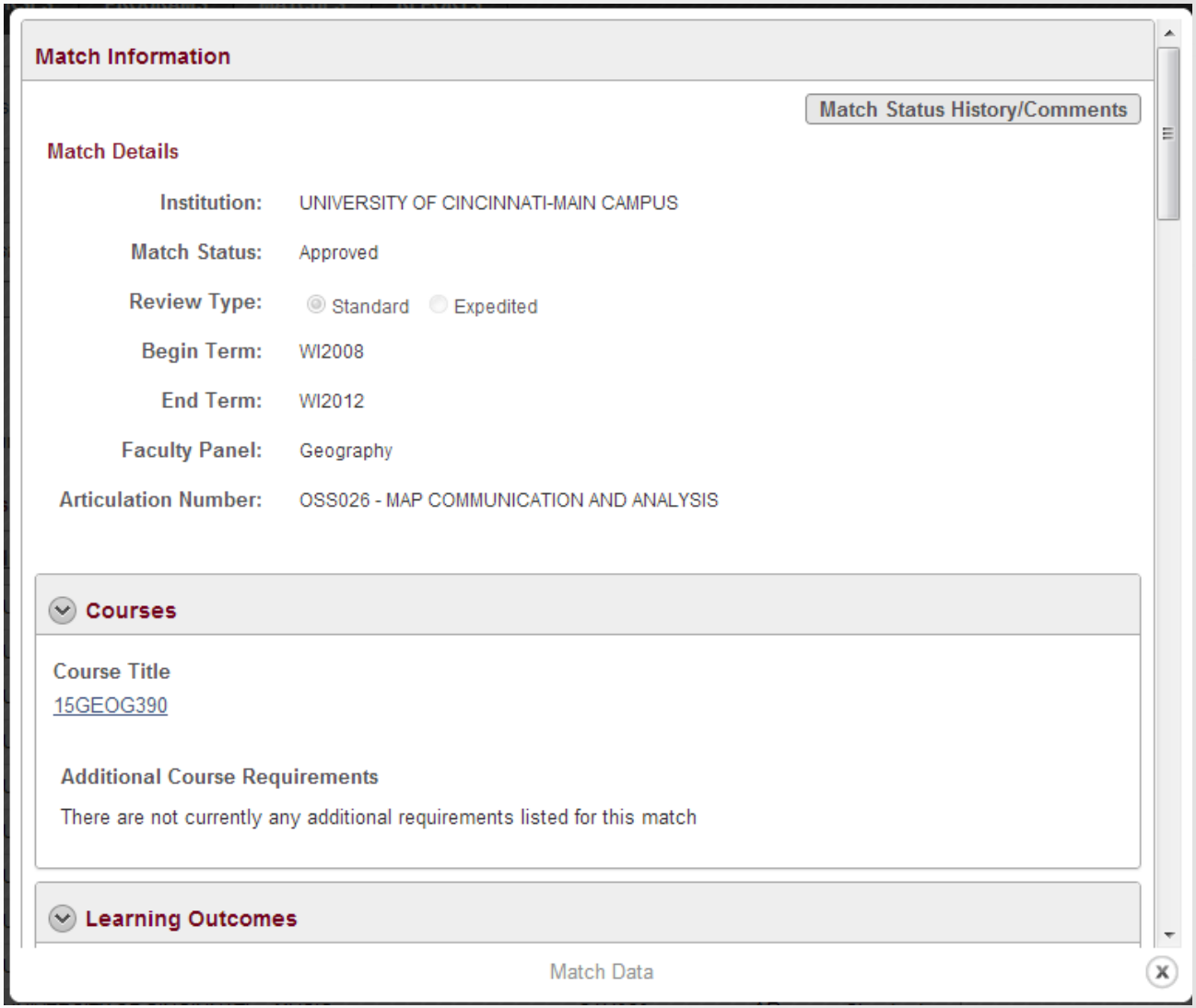


How to Deal with Returned Work from the Review Panel

Coordinator Matches – Returned for Rework



Match Information



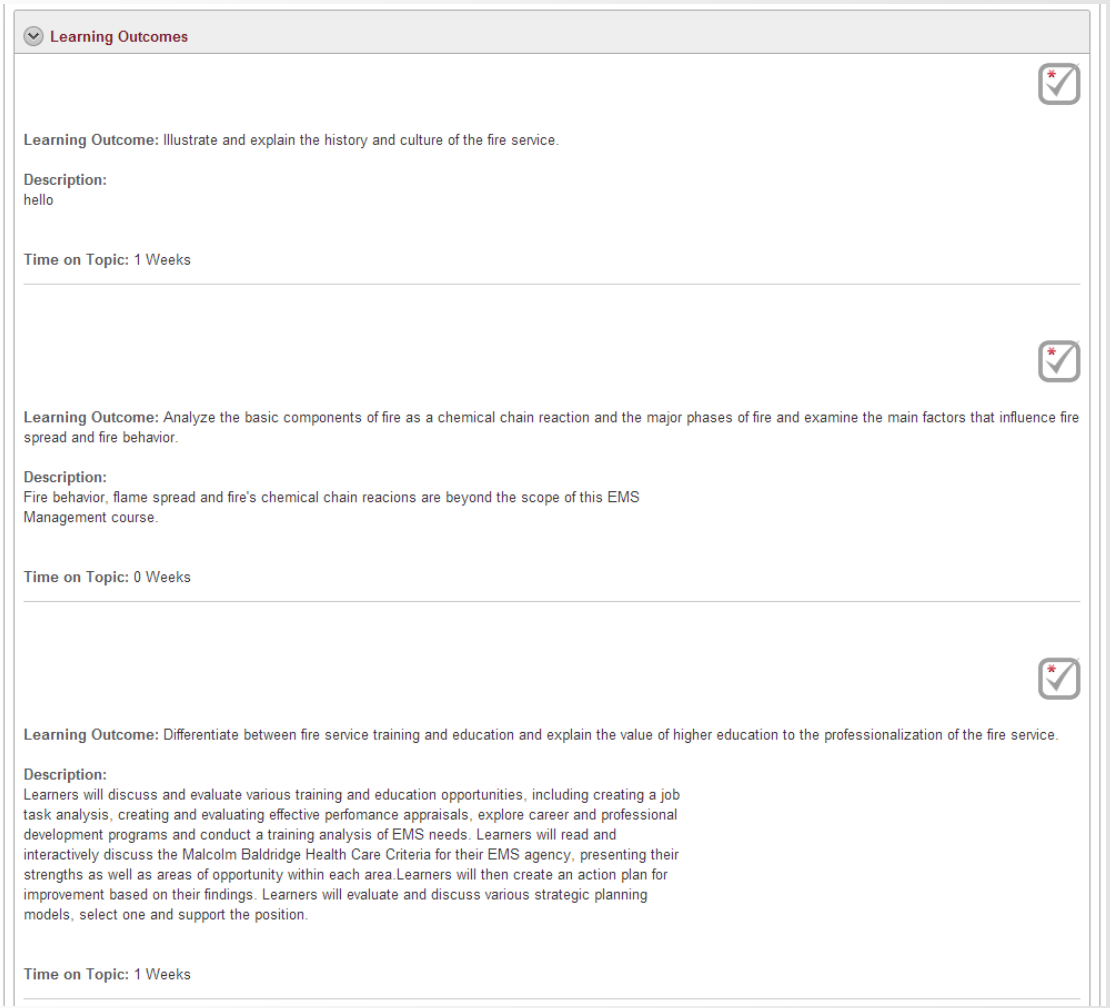
View a Match History & Comments

Match Status Comments

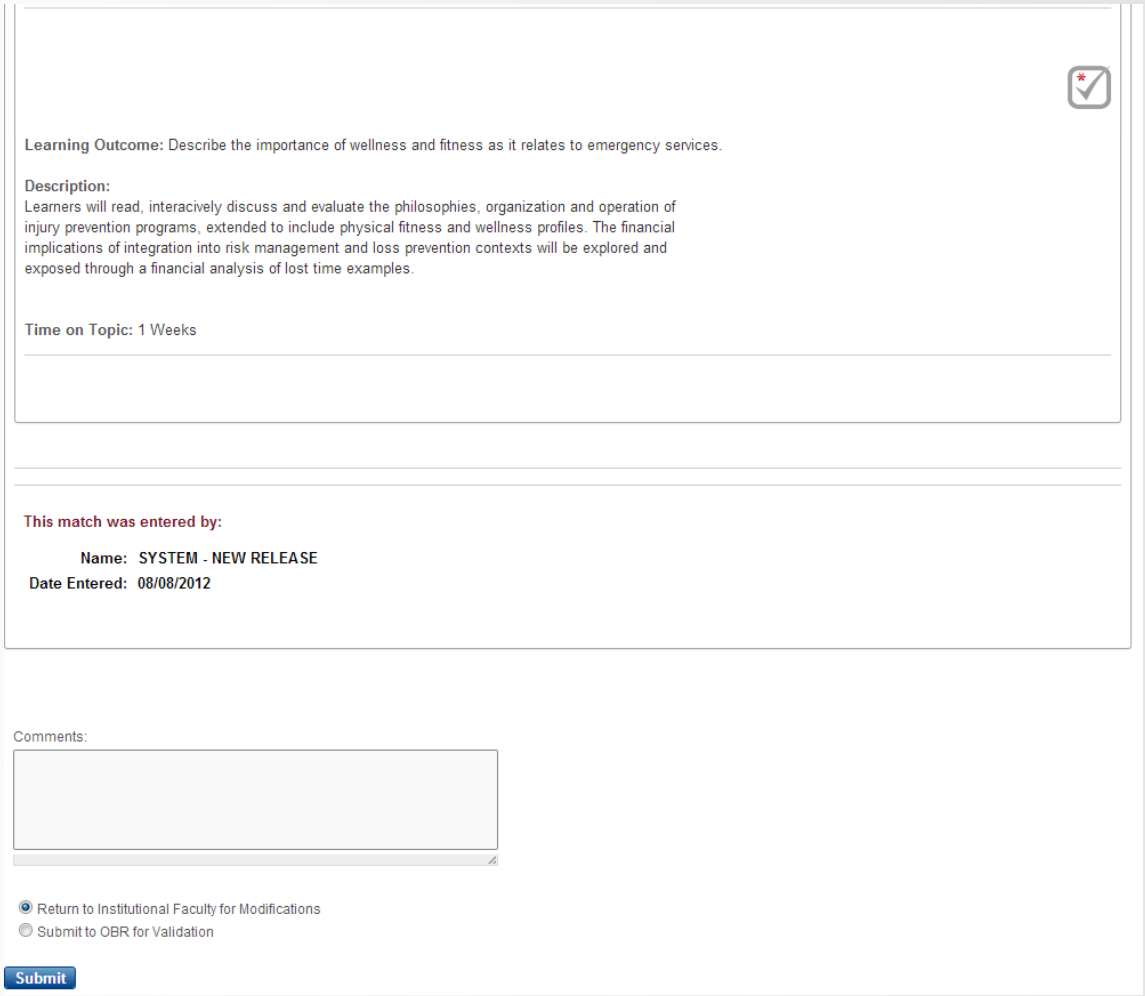
Status Updated On	Status Prior To Update	Status Changed By	Comment Added On	Status Changed To	Comment Added By	Status Comment
-	-	-	28-JUL-08 11:09:51 AM	Disapproved	SYSTEM	Second course lacks explicitly stated TAG outcomes and crse objectives are not clear
08-SEP-08 02:10:37 PM	Disapproved	cinccmsc	08-SEP-08 02:10:37 PM	Draft	cinccmsc	3745 - 15ANTH102 OSS001 disapproved; returned for rework.
07-JAN-09 02:19:58 PM	Draft	cinccmsc	07-JAN-09 02:19:58 PM	Error - Match Submitted in Error	cinccmsc	Resubmitted as new match entry - 5429 approved
09-AUG-12 03:15:54 PM	Error - Match Submitted in Error	SYSTEM	-	-	-	-
24-JAN-13 10:27:57 AM	Error - Match Submitted in Error	htsuchida	-	-	-	-
24-JAN-13 11:02:31 AM	Submitted to OBR Coordinator	htsuchida	-	-	-	-
24-JAN-13 11:09:02 AM	Submitted to Panel Lead	sincpanel1	-	-	-	-
24-JAN-13 11:33:01 AM	Submitted to Panel Members	sincpanel1	-	-	-	-
24-JAN-13 11:49:45 AM	Intermediary Disapproved	htsuchida	-	-	-	-
24-JAN-13 03:44:01 PM	Disapproved	cinccoord	24-JAN-13 03:44:01 PM	Error - Match Submitted in Error	cinccoord	Needs reviewed.
24-JAN-13 03:46:37 PM	Error - Match Submitted in Error	cinccoord	24-JAN-13 03:46:37 PM	Error - Match Submitted in Error	cinccoord	Needs to be reviewed.
11-MAR-13 04:12:59 PM	Error - Match Submitted in Error	htsuchida	-	-	-	-

1 - 12

Coordinator Matches - Match Resubmissions



Coordinator Matches - Match Resubmissions



No Need to Push Back Returned Matches to Faculty/Draft Status Anymore!

- Simply Edit the Course and/or Match

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Helpful Websites

CEMS Support https://www.ohiohighered.org/transfer/cems

OTM Information https://www.ohiohighered.org/transfer/transfermodule

TAG Information https://www.ohiohighered.org/transfer/tag

Reporting https://www.ohiohighered.org/transfer/reportingsystem

Calendar Conversion Information:

https://www.ohiohighered.org/calendar-conversion

Question & Answer